

Board of Trustees

Executive Summary of Board Agenda Item

Meeting Date: _____

Subject/Title for Agenda Posting: Approval of Memorandum of Agreement (MOA) between Grand Canyon University and Canutillo ISD.

Justification Statement: This Memorandum of Agreement is between Grand Canyon University and Canutillo ISD to provide adequate instruction and clinical supervision for Social Work interns of GCU at CISD schools.

Purpose of Agenda Item: Information Discussion Action
Item Type: Curriculum & Instruction Human Resources Business Services

Staff Responsible: Dr. Monica Reyes, Executive Director Student Support Services

Signature of Requester(s)

Monica Reyes

5/18/2026

Signature of Presenter(s)

Business Services Approval (Initials)

Date

Agenda Summary:

This three-year agreement establishes a partnership between Canutillo Independent School District and Grand Canyon University to provide clinical supervision and instruction for social work students. The university maintains responsibility for educational oversight, student insurance, and grading, while the district provides suitable facilities and direct supervision by licensed Master of Social Work professionals. The agreement outlines specific requirements for clinical hours, safety protocols, and student liability, clarifying that interns are not considered district employees.

RECOMMENDATION: Administration recommends that the Board of Trustees approves the Memorandum of Agreement Grand Canyon University.

PRIOR BOARD ACTION: N/A AWARDED: N/A AWARDED AMOUNT: N/A

AMOUNT(S): N/A

ACCOUNT NO(S): N/A

PROCUREMENT METHOD TYPE: N/A

REQUESTING DEPARTMENT: Student Support Services Department

CONSEQUENCES OF NON-APPROVAL: Without the approval of the Memorandum of Agreement, Canutillo ISD would not have Social Worker interns positions available.

IMPLEMENTATION TIMELINE: June 1, 2026 - May 31, 2029

ATTACHMENT(S): MOA document

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CANUTILLO INDEPENDENT SCHOOL DISTRICT
FINANCIAL SERVICES DIVISION/PURCHASING

Contract Routing and Approval Form

Table with 4 columns and 3 rows for tracking contract status: Contract Request Received, Routed for Internal Approval, Routed for Vendor Approval, Assigned Contract No, Contract Fully Executed, Notification To Proceed.

CONTRACT APPROVAL PROCESS: 1. All agreements shall be routed through the purchasing office. 2. Purchasing will review for compliance and determine procurement method(s). 3. Be advised that some agreements may require Legal Counsels review 4. Following final review, purchasing will route for additional signature(s), either district personnel and/or supplier. to ensure receipt of fully executed documents. 5. Purchasing will notify requestor when process has been completed.

NO SERVICES SHALL COMMENCE WITHOUT AN EXECUTED AGREEMENT AND AN APPROVED PURCHASE ORDER

IT IS THE REQUESTORS RESPONSIBILITY TO SUBMIT ALL DOCUMENTS PERTAINING TO THE SERVICE REQUESTED WITH AMPLE TIME TO ALLOW FOR FULL PROCESS. MUST INCLUDE Vendor agreement, vendor quote, vendor terms, any other docs related to the service, etc. This Contract Routing and Approval form is required to ensure we have the information needed to route documents for the necessary signatures.

THIS FORM MUST BE COMPLETED BY THE REQUESTING CAMPUS/DEPARTMENT

Must check off Contract Type: Professional Service, Contracted Services, Vendor Agreement, Term Contract, Interlocal, Lease Agreement, MOU, MOA, Construction, Other

Campus/Department: Student Support Services

Campus/Department Contact person: Dr. Monica Reyes, Executive Director

Contact Number: 915-877-7650 Requestors email: mreyes@canutillo-isd.org

Contract Title: Memorandum of Agreement between Grand Canyon University and Canutillo ISD.

Contract Description: This Memorandum of Agreement is between Grand Canyon University and Canutillo ISD to provide adequate instruction and clinical supervision for Social Work interns of GCU at CISD schools.

VENDOR INFORMATION - MUST PROVIDE ALL INFORMATION LISTED BELOW: Required to obtain all necessary signatures.

Vendor/Company Name: Grand Canyon University

Vendor Full Address: 3300 West Camelback Road, Phoenix Arizona 85017

Name of Representative: Renee Taillon representatives' email: Renee.Taillon@gcu.edu

Rep. Office Phone: 602-639-7500 Rep Mobile Number: 602-513-4077

Vendor's Authorized Signer: Dr. Cheryl McAuliffe Signer's email: Cheryl.McAuliffe@gcu.edu

Contract Amount: N/A Funding Source: N/A

Account No(s): N/A

Anticipated Start Date: June 1, 2026 End Date: May 31, 2029

Is this a New Agreement? Yes No

Is this Agreement a renewal? Yes No If yes; specify the reason for renewal, what is it replacing?

Agreement Term: Three years Does agreement term include renewal options? Yes No

If yes, specify renewal options:

Does agreement require Insurance coverage? Yes No If yes, route agreement to Human Resources department for review, and to provide the necessary insurance requirements.

Human Resources staff review: Date:

By signing this approval request form, I, the budget authority confirm that the agreement attached has been reviewed and all necessary documents pertaining to this agreement are being submitted.

Budget Authority Signature: Date: 5/14/2026

Attachments: Must submit vendor agreement and all pertaining documents, quotes, etc., with this routing form.

Purchasing review: [Signature]



Grand Canyon University

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3300 West Camelback Road, Phoenix Arizona 85017 602.639.7500 Toll Free 800.800.9776 www.gcu.edu

Social Work

Field Education Contractual Agreement

THIS AGREEMENT dated this 7th day of May, 2026, between Canutillo Independent School District of 801 Talbot Ave, Canutillo, Texas 79835 and all it locations, hereinafter known as “AGENCY”, and Grand Canyon University, hereinafter known as “GCU”.

WHEREAS, the parties wish to provide adequate instruction and clinical supervision for Social Work of GCU from May 7, 2026 until May 6, 2029; and

WHEREAS, the AGENCY maintains facilities suitable for said instruction, IT IS AGREED between the parties as follows:

A. GCU agrees:

1. To provide educational oversight—guidance and direction—for the instruction of the field education student using the facilities.
2. That field education student will abide by the policies and rules of the AGENCY.
3. Provide orientation information to the Field Instructor as needed.
4. That each student will observe and/or provide care for the selected patients/clients within their scope of practice as defined by the State Board of Behavioral Health.
5. That each student will meet the health requirements of the AGENCY. Students assigned under the agreement shall not be considered employees, agents, borrowed servants, partners, or joint venturers of the AGENCY, unless otherwise agreed upon in writing. The AGENCY reserves the right to make all employment decisions in accordance with its own policies and procedures.
6. That each student is responsible for providing his/her own health insurance. In the event of an emergency, the agency will provide such emergency care. The student will be responsible for any charges thus generated.
7. That each student will be required to provide proof of his/her own professional liability insurance in the amounts of 1,000,000/3,000,000 to the GCU Field Education Counselors.
8. To indemnify, defend, and hold free and harmless the AGENCY and/or its employees from any and all liability which may arise solely by reason of any negligent act or GCU or any its employees.

9. The GCU Field Liaison will assign a grade based on the Field Instructors evaluation, assessment of the agency activity logs, participation and completion of course assignments.

B. THE AGENCY agrees:

1. To interview GCU students when open intern positions are available.
2. To provide direct supervision by an individual with state licensed Master of Social Work.
3. Supervision needs to occur at the rate of 1 hour of supervision for every 20 hours worked or 1 hour weekly supervision if student is an employee. Supervision may be an individual or group format, or both. If group format is utilized for supervision there may be no more than six supervisees in attendance. Generally, staff meetings do not meet the criteria for supervision
4. The Field Instructor must verify that he/she has maintained written documentation to validate all supervision hours he/she verifies.
5. The agency Field Instructor and the GCU Field Liaison will maintain ongoing communication during the semester to discuss the student's progress. The agency's Field Instructor will notify the Office of Field Experience immediately in the event the student's performance becomes unsatisfactory.
6. The Agency Field Instructor will approve the student's WorkLopes Time Logs.
7. The Field Instructors and the GCU student will complete the Learning Agreement and submit to the Field Liaison.
8. The Field Instructor and the GCU student will complete the student's evaluation based on the competencies and activities agreed upon in the learning agreement and submitted to the Field Liaison.
9. The Agency will provide students with sound clinical and ethical experience and will enforce professional policies/state ethical guidelines.
10. To indemnify, defend, and hold free and harmless GCU and/or its employees from any and all liability which may arise solely by reason of any negligent act or omission of Agency and/or its employees.

C. EITHER PARTY may terminate this contract at any time, for any reasons, upon ninety (90) days notice.

D. FERPA - The Parties agree to protect the participants' educational records in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g and any applicable policy of the Parties. To the extent permitted by law, the Parties may share information from participants' educational records with each other so that each can perform its respective responsibilities under this Agreement but shall not disclose or share education records with any third party.

This Agreement is entered into by and between the Parties hereto and for their benefit. Unless explicitly provided in this Agreement there is no intent by either Party to create or establish third Party beneficiary status or rights in any third party, and no such third party shall have any right to enforce any right or enjoy any benefit created or established under this Agreement.

Sovereign Immunity: The Parties stipulate and agree that no provision of, or any part of this Agreement or any subsequent amendment shall be construed: (1) as a waiver of the doctrine of sovereign immunity or immunity from suit as provided for in the Texas Constitution and the Laws of the State of Texas; (2) to extend liability beyond such liability provided for in the Texas Constitution and the Laws of the State of Texas; or (3) as a waiver of any immunity provided by the 11th Amendment or any other provision of the United States Constitution or any immunity recognized by the courts and the laws of the United States.

IN WITNESS WHEREOF, the parties thereto have executed this agreement as of the day and year written below:

GRAND CANYON UNIVERSITY

_____ Date: _____
Dr. Cheryl McAuliffe
Director of Social Work, College of Humanities and Social Sciences

CANUTILLO INDEPENDENT SCHOOL DISTRICT

_____ Date: _____
Signature Name: _____
Title: _____