

# State-Recognized Partnership Agreement Guidance

This document includes information related to the **purpose, submission process, document storage, and annual review processes** of state-recognized partnership agreements (SRPAs).

This document does not pertain to primary partnership agreements (PPAs) between an educator preparation provider and a Tennessee local education agency (LEA), nor does it pertain to partnership agreements between an out-of-state EPP and a Tennessee local education agency (LEA). Guidance documents that address PPAs and out-of-state EPP agreements with Tennessee LEAs are available on the [department website](#).

## Purpose

In accordance with Tennessee [Educator Preparation Policy 5.504](#), all educator preparation providers (EPPs) are required to establish either a primary partnership or state-recognized partnership with each Tennessee LEA where candidates will complete any aspect of their clinical experience.

Partners may generate one of the following formats to address the SRPA requirements:

- the [State-Recognized Partnership Agreement template](#) or
- an EPP/district Memorandum of Understanding (MOU) that includes responses to the SRPA prompts.

## Submission Process and Document Storage

EPPs are encouraged to use the [SRPA screening tool](#) to screen their SRPAs prior to initial submission. While use of this tool is optional, state-recognized partners may find the criteria in the tool helpful with further development and improvement of partnerships. EPPs will submit the SRPAs by completing the following protocols:

- Create a space on the EPP website or within a dedicated online document folder to store all SRPAs,
- Upload all SRPAs to this space **by Jan. 29, 2021** allowing EPP and LEA faculty and staff and other stakeholders to access to the most current partnership agreements,
- Ensure that the website provides the contact information (email and telephone number) for the EPP's primary contact for SRPA, **and**
- Submit the uploaded SRPA's website link or online document folder with access information to [Jennifer.P.Nelson@tn.gov](mailto:Jennifer.P.Nelson@tn.gov).

## Annual Review of SRPAs

EPPs must conduct an annual review of all SRPAs. Some MOUs may have a term that exceeds one year; however, EPPs are still expected to review all SRPAs and make changes accordingly.

With questions, please contact [Jennifer.P.Nelson@tn.gov](mailto:Jennifer.P.Nelson@tn.gov).