CHICAGO STATE UNIVERSITY

Kanis Child Development Laboratory School (KCDLS) Departmental Collaboration Agreement Form

Purpose of Agreement

This agreement establishes a collaborative partnership between the Dr. Kanis Child Development Laboratory School (KCDLS) and the _____ to support the integration of students and faculty in laboratory school activities, research, practicum, and experiential learning opportunities consistent with the mission of KCDLS.

Scope of Collaboration

The collaboration may include, but is not limited to:

- Student Participation: Observation, practicum, field experiences, and project-based learning in areas such as child development, education, special education, psychology, nursing, art, music, occupational therapy, recreational studies, social work and other disciplines/departments.
- Faculty Engagement: Research projects, curriculum integration, supervision of students, and participation in interdisciplinary teaching or program development.
- Laboratory School Contributions: Developmentally appropriate student projects, family engagement workshops, child assessments, and enrichment activities (e.g., second language instruction, art, and music learning).
- Shared Goals: Advancing research, enhancing student training, supporting family and community engagement, and improving child development outcomes.

Responsibilities

KCDLS Will:

- Provide access to classrooms and facilities for approved student and faculty activities.
- Ensure supervision and guidance for students engaged in lab school experiences.
- Maintain compliance with licensing, Head Start, and university policies regarding child safety and confidentiality.

Partner Department Will:

- Identify and prepare students for engagement in the lab school, ensuring they meet eligibility and readiness standards.
- Provide faculty oversight and course alignment for student projects.
- Submit proposed research or practicum activities for prior review and approval by KCDLS administration.
- Ensure faculty and students comply with confidentiality, ethical standards, and child protection policies.

Research and Project Approval

All research or student projects must:

- Be developmentally appropriate.
- Obtain prior approval from KCDLS Director and relevant CSU committees (e.g., IRB if applicable).
- Include parental/family consent when children are involved.

Confidentiality and Compliance

All parties must adhere to CSU policies, FERPA, HIPAA (if applicable), and Illinois Department of Children and Family Services (DCFS) licensing standards regarding child and family confidentiality.

Duration and Renewal

This agreement is effective from _____ to _____ and may be renewed annually upon mutual consent.

Signatures

The Dr. Kanis Child Development Laboratory School	The _____ College/Department
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____