SOUTH WASHINGTON COUNTY SCHOOLS
SCHOOL BOARD
7362 East Point Douglas Rd S.
Cottage Grove, MN 55016

ADMINISTRATIVE REPORT

DATE:	December 9, 2021
TOPIC:	6.18 - Student Teacher Placement Agreement
PRESENTER:	Kevin Witherspoon, Ed.D, Director of Human Resources
REFERENCE TO POLICY/STATUTE:	School Board Policy 903.1 – Student Teacher, Field Experience, Practicum, and Internship Placements

PURPOSE OF REPORT

The School Board recognizes its responsibility to improve the quality of teacher training and the contributions students in educational programs can make to South Washington County Schools. The importance of the teacher training function to the future of education and the need to assure high quality performance in our schools requires student teachers, field experience students, practicum students, and interns to be placed with experienced teachers of demonstrated competence.

Northern State University is requesting an agreement to place Student Teachers with South Washington County Schools.

RECOMMENDATION

Administration recommends approval of this agreement.

Collaborative Agreement
by and between
Northern State University
and
South Washington County School District

This written agreement is entered into by and between Northern State University (NSU) and **South Washington County School District** (hereinafter referred to as the Participating School District or PSD) to ensure that high-quality field experiences are central to the preparation of NSU's teacher candidates. Field placements include observations, practicums, student teaching and residency experiences at the undergraduate level. These experiences are an integral part of NSU's teacher education program, which is approved by the South Dakota Board of Regents and accredited by the South Dakota Department of Education and the National Council for the Accreditation of Teacher Education.

NSU's School of Education will collaborate with the PSD in the design, development, and implementation of high-quality field experiences with sufficient depth, breadth, diversity, coherence, and duration to ensure that candidates demonstrate their developing effectiveness and positive impact on P-12 students' learning and development. NSU's School of Education and the PSD agree to:

- Establish mutually agreeable expectations for teacher candidate entry, preparation, and exit performance;
- Ensure that theory and practice are linked;
- Maintain coherence across clinical and academic components of preparation
- Share accountability for candidate outcomes.

Definition of Terms

For the purposes of this document, terms and definitions will be as follows:

- Participating School District- An identified P–12 school or district that collaborates in the placement, training, and evaluation of candidates in NSU's teacher education program.
- Student Teaching- The semester-long culminating field experience.
- Residency I/II- The year-long culminating field experience. Residency I is the first semester, Residency II is the second semester.
- University Supervisor- The NSU supervisor who is responsible for conducting observations and evaluations of teacher candidates .
- Cooperating Teacher- The P-12 teacher who is assigned as the primary supervising teacher for the teacher candidate during the semester-long student teaching experience. Supervision will include conducting observations and evaluations of teacher candidates.
- Administrator- The P-12 administrator who directs and manages daily operations and programs in a school or district.

1. Program Overview

a. By signing this Collaborative Agreement, both parties (PSD and Northern State University's SOE) are committing to the roles and responsibilities identified.

b. It is mutually agreed that there shall be no discrimination on the basis of an individual's ethnicity, race, socioeconomic status, gender, exceptionalities, language, religion, sexual orientation, or geographical location in the selection of P-12 educators, university supervisors, or teacher candidates.

c. All teacher candidates, university supervisors, and P-12 educators agree to abide by the policies and regulations of the PSD, NSU, and the South Dakota Code of Professional Ethics for Teachers. All parties agree to abide by the regulations of the Teacher Education Policy Manual at the time of the placement.

2. School of Education's Responsibilities

a. Coordinate the teacher education program, including coursework and field experiences.
b. Ensure teacher candidates have the necessary knowledge, skills, and dispositions required of pre-service teachers. Teacher candidates must meet requirements for placement in the student teaching or residency experience (e.g., background check, liability insurance coverage, GPA, passing scores on PRAXIS exams, and successful completion of previous field experiences).
c. Collaborate with the PSD to identify high-quality Residency I/II and university supervisors who demonstrate a positive impact on teacher candidates' development.
d. Compensate cooperating/mentor teachers at the rate approved by the Board of Regents. Compensation may be prorated if the supervision duties are shared or if the placement is modified or terminated.

3. Participating School District's Responsibilities

a. Collaborate with the SOE in the selection of cooperating/mentor teachers who demonstrate a positive impact on teacher candidates' development and effectively facilitate P-12 student learning. Professional qualifications of the cooperating/mentor teacher include:
    i. a current teaching certificate in the subject area/age span appropriate for the placement. ii. highly qualified teacher status with three or more years of successful teaching experience in the school where currently employed.
    iii. a thorough knowledge of his/her teaching field(s), a working knowledge of related fields and experience in a wide variety of teaching methods and techniques.
    iv. exemplary contributions to education and a commitment to preparing others for the profession.

b. Provide appropriate and reasonable access to school facilities, equipment, and materials as necessary to fulfill field placement requirements.
c. Allow videotaping of classroom instruction for professional development and teacher candidate assessment purposes. Proper releases will be required of both the PSD and teacher candidate.
d. (optional) Interview the teacher candidate prior to placement.
e. (optional) Compensate teacher candidates for substitute teaching during the student teaching and residency placement. The PSD is expected to abide by the following conditions set by NSU's School of Education. Teacher candidates serving as substitute teachers will:
    i. substitute in assigned cooperating classrooms only.
    ii. be limited to no more than three consecutive days of substitute teaching.
    iii. be limited to no more than 10 days of substitute teaching each semester.

    *Exceptions to these conditions may be considered by the Office of Field Experiences on a case-by-case basis.

4. Hold Harmless Clause

a. PSD agrees to hold harmless and indemnify the State of South Dakota, the South Dakota Board of Regents, Northern State University, their officers, agents or employees from and against any and all actions, suits, damage, liability or other proceedings that may arise as a result of its performance of the contract. Nothing herein requires the PSD to be responsible for any action, suit damage, liability or other proceeding that may arise as a result of negligence, misconduct, error or omission of the State of South Dakota, the South Dakota Board of Regents, Northern State University, their officers, agents or employees.

5. **Insurance**

a. Student Teacher candidates will carry their own their own professional liability insurance in the amount of one million dollars ($1,000,000).

6. **Term**

a. Term and Termination. This Agreement shall be effective when fully executed by both parties and shall remain in effect for one (1) year. This Agreement shall renew automatically for additional one (1) year periods, until either party notifies the other party hereto in writing of its intent not to renew. Either party may terminate this Agreement at any time upon thirty (30) days' notice to the other party. In the event of a termination of the Agreement, any Student(s) currently completing a clinical experience at Facility will be allowed to complete their clinical experience as previously agreed to by both parties.

7. **Governing Law**

a. This Agreement shall be governed by the laws of the State of South Dakota.

EXECUTED

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Superintendent of School District DATE

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NSU Vice President, Finance and Administration DATE

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Dean School of Education, NSU DATE