

ADMINISTRATIVE REPORT

DATE:	April 25, 2024
TOPIC:	6.16 - Student Teacher Placement Agreement
PRESENTER:	Abby Baker, 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.

Concordia University is requesting a student teacher agreement with South Washington County Schools for the term of three years.

RECOMMENDATION

- a. Administration recommends approval of this agreement.

CONNECTION TO STRATEGIC PRIORITY

- a. Student Experience
- b. Engagement and Partnerships



**College of Education
Department of Teacher Education
Mutual Agreement for Student Teaching**

This agreement is entered into between the College of Education at Concordia University, 1282 Concordia Ave, St Paul, MN 55104 (hereinafter "College or University") and South Washington School District (hereinafter "the school"), located in Cottage Grove, MN.

1. *Concordia University* agrees that:
 - a. It will place at the School only student teachers that are eligible for such placement under State and University rules, and School Board regulations. All placements will be initiated through and be approved by the Schools' Human Resources Department.
 - b. It will provide CEU letters and stipends to all cooperating teachers:

Experience Description	Cooperating Teachers	
		Stipend Amount
K-6 Field Experience (Practicum) 5 week "pre-student teaching experience"		150.00
Clinical Experience (Student Teaching) Full Semester-15 weeks		500.00
Clinical Experience (Student Teaching) Partial Semester		33/week
CEUs (per MDE guidelines)		1.5/week

- c. It will provide regular student teaching supervision by state-qualified College/University designees.
 - d. It will cooperate with the School in the development and implementation of the Student Teaching program.
 - e. That all records and data received by the College/University as a result of this agreement will be treated by the College/University in accordance with the terms of the Minnesota Government Data Practices Act and all federal laws and rules pertinent thereto.
2. The School agrees that:
 - a. It will supply to the student teacher so placed by the College/University an opportunity to work in a teaching-learning situation under the supervision of a practicing teacher with a continuing license and at least three years total teaching experience. (a Master's degree is desirable.)
 - b. It will cooperate with the College/University in the development and implementation of the Student Teaching Program.
 - c. It shall provide appropriate supervision of the student teacher pursuant to rules promulgated by its board. Such rules may not conflict with any minimum requirements established by the State or the College/University with regard to the Student Teaching Program.
 - d. It shall immediately notify the College/University if there is a change in the licensure status of any practicing teacher providing supervision to any student teacher assigned hereunder.



Concordia

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- e. It shall not replace any of its employees nor fill any vacancies normally filled by an employee with a student teacher assigned under this agreement. Therefore, a student teacher shall not act as a substitute teacher.
- f. It shall consider and treat any student teacher placed at the School pursuant to this agreement as an employee for purposes of workers' compensation.
- g. It shall consider and treat any student teacher placed at the School pursuant to this agreement as an employee for purposes of liability insurance coverage and the provision of legal counsel.
- h. It shall reserve the right to deny a student teaching opportunity to an applicant and to terminate a student teaching assignment for cause or lack of funding.
- i. It shall consider and treat all records and data regarding a student teacher, whether such records or data are received from the College/University or the student teacher or are generated by the School, as records and data subject to the provisions of Minnesota Statutes Section 13.01 et seq., Minnesota Rules part 1205.0100 et seq., 20 U.S.C. 1232 g and 34 C.F.R. Section 99.1 et seq. The School shall comply with the provisions of these State and Federal statutes and regulations as applied to records and data regarding any student teacher placed at the School pursuant to this agreement as though such statutes and regulations were fully applicable to the school.

3. General provisions:

- a. The term of this agreement shall commence on August 1, 2024, and end on June 30, 2027.
- b. The School or College/University shall neither assign nor transfer any rights or obligations under this agreement without the prior written consent of the other party.
- c. Any amendments to this agreement shall be in writing.
- d. Both parties agree to be bound by the laws and regulations of the State and Federal Governments, including all provision in regard to discrimination and the Americans With Disabilities Act (ADA) and/or Section 504 of the Rehabilitation Act of 1973.

APPROVED:

School District:

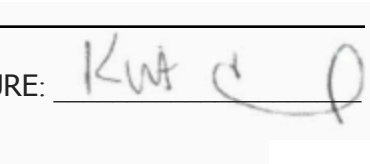
DATE: _____

NAME: _____

TITLE: _____

CONCORDIA UNIVERSITY, St. Paul, MN

DATE: _____

SIGNATURE: 

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