

ADMINISTRATIVE REPORT

DATE: April 25, 2024
TOPIC: 6.15 - 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.

Luther College is requesting a student teacher agreement with South Washington County Schools.

RECOMMENDATION

- a. Administration recommends approval of this agreement.

CONNECTION TO STRATEGIC PRIORITY

- a. Student Experience
- b. Engagement and Partnerships





Memorandum of Understanding

South Washington CSD (MN ISD 833)

This memorandum of understanding is made and entered into between Luther College, Education Department, 700 College Drive, Decorah, Iowa 52101, and South Washington CSD (MN ISD 833), 7362 East Point Douglas Rd S, Cottage Grove, MN 55016-3025.

PROVISIONS:

1. Luther College and South Washington CSD (MN ISD 833) agree to participate, if placements are available in the district, in a clinical field experience program, which includes, but is not limited to student teaching, student observations, and other field experiences.
2. Luther College will provide supervision, by one or more Luther faculty member(s) or a credentialed specialist in education, for students participating in clinical field experiences that are placed in South Washington CSD (MN ISD 833).
3. Student teachers and other field experience enrollees of the Luther College Education Department are to comply with all the contracted school district's rules, regulations, and policies. Termination or change in assignment will be the option of South Washington CSD (MN ISD 833), as well as the option of Luther College, should circumstances warrant such an action.
4. Cooperating teachers must have at least three years of teaching experience in the appropriate subject area and grade level. It may not be their first year in their current assignment/building.
5. Luther College's clinical field experience program requires all students to be screened for any history of criminal behavior. Students are required to follow the guidelines set by South Washington CSD (MN ISD 833) for this process.

PLEASE CHECK ONLY ONE BOX BELOW.

South Washington CSD (MN ISD 833) has a system in place by which the student can complete this requirement.

South Washington CSD (MN ISD 833) requires Luther College to process a National background check for the student. The student will be required to pay the processing fee and submit the completed report to South Washington CSD (MN ISD 833). This background check will include:

- National Sex Offender Registry
- National Criminal Database
- Criminal Search – County
- ID Trace Pro

6. South Washington CSD (MN ISD 833) and Luther College agree to provide equal educational opportunities and equal access to facilities for all qualified persons. To not discriminate in employment, educational programs, and activities based on age, color, creed, disability, gender identity, genetic information, national origin, race, religion, sex, sexual orientation, veteran status, or any other basis protected by federal or state law. This commitment includes the provision of a campus environment that is free from discrimination and harassment. The college will not tolerate any form of illegal discrimination or harassment and will not condone any actions or words that constitute such.

7. This agreement is to continue from year to year until such time either party notifies the other of a desire to review the terms of this agreement. Luther College or South Washington CSD (MN ISD 833) may terminate or change the assignment of any student at any time for any reason. Each party shall notify the other party of its action as soon as practicable.

8. In gratitude, Luther College pays cooperating teachers a stipend for each student placed in a clinical field experience. Payment is to be made at the end of each semester after the Luther College Education Department receives the completed assessments (2 observation feedback reports; and 2 evaluations) from the cooperating teacher. Payment for a student teacher who has withdrawn before the middle of the placement shall be one-half of the normal reimbursement with payment to be made at the end of the period.

- January Term beginning practicum (EDUC 115) - \$75
- January Term developing practicum (Methods) - \$100
- Student teaching
 - 4 weeks - \$100
 - 7-10 weeks - \$200

Luther College will send the stipend payment to the cooperating teacher’s home address unless the box below is checked.

Please check here if South Washington CSD (MN ISD 833) **requires** the cooperating teacher’s stipend payments to be sent directly to the District instead of the cooperating teacher.

Printed Name: _____ **Title:** _____
Representative, South Washington CSD (MN ISD 833)

Signature: _____ **Date:** _____
Representative, South Washington CSD (MN ISD 833)

Signature: _____ **Date:** 3/20/2024
Elliott D Johnson
Department Chair, Luther College Education Department