

## ADMINISTRATIVE REPORT

<b>DATE:</b>	January 16, 2025
<b>TOPIC:</b>	6.14 - Student Teacher Placement Agreement
<b>PRESENTER:</b>	Abby Baker, Director of Human Resources
<b>REFERENCE TO POLICY/STATUTE:</b>	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.

Educate-WI is requesting a Pre-Student Teaching assignment 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





## AGREEMENT FOR PRE-STUDENT TEACHING ASSIGNMENT

Between South Washington County School District (hereafter: DISTRICT)  
7362 E Point Douglas Rd S  
Cottage Grove, MN 55016

and Educate-WI (hereafter: SCD)  
1482 St. Croix Avenue, Suite #2  
New Richmond, WI 54017

### 1. Contractual basis

The basis for the formation of this agreement is to meet the pre-student teaching requirement of the Wisconsin Department of Public Instruction Administrative Code PI 34.023(1) and the Wisconsin Statutory requirements identified ins. 188.19(3)(a), Stats. for licensure of teachers in Wisconsin.

For the purposes of this agreement, "Pre-Student Teaching" means classroom experience through observation, participation, and actual teaching practice under the direction of a cooperating teacher as part of the professional education program offered by the SCD; "Cooperating Teacher" means a licensed school professional who supervises students during pre-clinical programs in cooperation with the SCD.

The DISTRICT will provide access to the facilities, students, and school staff and the SCD will provide the training, support, and evaluations necessary to meet requirements stipulated for Pre-Student Teaching in PI 34.023(I).

Per PI 34.023 (I), students are required to pre-student teach in the subject areas and developmental levels they are seeking certification for, which will be a minimum of two pre-student teaching placements. Pre-Student Teaching requirements MUST be completed during the coursework portion of the program (Fall or Spring semesters). Students must receive a score of 2 or higher as evaluated by their cooperating teacher in EACH of the 10 Wisconsin Teacher Standards before they can be eligible for student teaching.

Each student shall have onsite, supervised pre-student teaching clinical experiences which meet each of the following requirements:

- Are developmental in scope and sequence.
- Occur in a variety of school settings.
- Include two evaluations based upon observations by the cooperating teacher for each developmental level in each subject area.
- The evaluations will be kept as part of the student file required under s.PI.34.016.
- The student must be assigned a pre-student teaching cooperating teacher or team of pre-student teaching cooperating teachers.
- The pre-student teaching experience must provide the opportunity for the pre-student teacher to interact with and adapt instruction for students at each developmental level.
- The student must demonstrate greater knowledge and understanding of the Wisconsin 10 Teacher Standards: Communication Skills, Human Relations and Professional Dispositions, Content Knowledge, and Pedagogical Knowledge as demonstrated by a proficiency rating on the supervisor performance evaluations.

2. Pre-Student Teaching Cooperating Teacher Requirements

- Holds a valid WI teaching license, or an equivalent license if the clinical program is located outside of Wisconsin, with three years successful teaching experience (minimum) including one year of teaching experience at district of placement.
- Must have volunteered for the placement and have it approved by a building administrator.
- Knowledgeable of subject matter, able to model effective pedagogy.
- If placement is in general education, then cooperating teacher must hold a master's degree.

3. Student responsibilities

- Observe the classroom for the purpose of gaining students' prior knowledge.
- Collaborate with the pre-student teaching cooperating teacher to develop a lesson plan using the Educate-WI Pre-Student Teaching Template.
- Self-evaluate after reviewing the cooperating teacher's feedback and write a reflection for each standard which includes adjustments that could be made.
- Upload the Pre-Student Teaching Template for each of the pre-student teaching assignments.

4. Duration and organization

This agreement shall be for a term of THREE YEARS, concluding on August 31, 2028.

In all cases not governed by Wisconsin Administrative Code or applicable federal and/or state laws, DISTRICT rules, regulations, operating procedures, and administrative decisions shall take precedence over those of the SCD and its staff in all on-site operations connected with the Pre-Student Teaching placement.

5. General Conditions

Either the SCD or the DISTRICT shall have the right to terminate a pre-student teaching placement or if a pre-student teacher who admits to engaging in gross misconduct or to committing illegal acts which bear directly upon performance of their instructional duties, and to suspend a pre-student teacher where there is reasonable suspicion that gross misconduct or illegal acts have occurred which bear directly upon performance of their instructional duties while an investigation by school authorities is taking place, but only for the duration of that investigation if no such misconduct is substantiated.

The DISTRICT will indemnify its employees, officers, and agents against liability for damages arising out of their activity while acting within the scope of their duties as stipulated by Wisconsin Statutes 895.46 and/or through insurance coverage.

There shall be no discrimination against participants or their students on the basis of either party's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status.

6. Termination of agreement

This agreement automatically terminates at the end of its stipulated three-year duration.

This agreement may be terminated at the beginning of any school year by either party with a thirty (30) day advance written notice, or at any time by mutual consent; in either case, no liquidated damages will be assessed by/against either party.

Signature SCD: \_\_\_\_\_

Erin Schiltgen

Executive Director

Signature District: \_\_\_\_\_

School Board Chair