

**MEMORANDUM OF AGREEMENT**  
**Between**  
**Salem-Keizer Education Association (SKEA) And**  
**Salem-Keizer School District (District 241), Marion County, Oregon**  
**Regarding Special Education Teacher Clinical Interns**

**Recognition and Purpose**

1. **Program Purpose:** The Clinical Intern Program (CIP) is designed to address staffing shortages in licensed special education positions by hiring current classified employees who hold a bachelor's degree or higher into a licensed special education teacher position where they will receive training from a licensed special education teacher and participate in a teacher licensure program through Western Oregon University (WOU).
2. **Clinical Interns:** The District will determine the number of clinical intern positions to be hired each year and consult with both labor associations and WOU to determine the need and capacity of the district, university, and employees helping train interns (mentor/cooperating teachers).

**Clinical Intern Terms and Conditions**

1. **Status of Clinical Interns:** Clinical Interns hired through this program will be members of the licensed bargaining unit under the terms and conditions of the current Collective Bargaining Agreement (CBA) between the District and SKEA. Clinical interns shall be considered probationary employees.
2. **Internship Duration:** The CIP is a two-year internship. Clinical interns must successfully meet all requirements set by both the District and the cooperating university, WOU, in order to continue employment as a licensed teacher.
3. **Special Education Clinical Intern Eligibility for Financial Assistance:** Clinical interns will receive financial assistance towards the program's cost. However, any remaining tuition, university admission fees, testing, licensing, and general university fees will be the employee's responsibility.
4. **Commitment to District Employment:** Acceptance into the program requires clinical interns to agree to remain employed as a licensed special educator in the District, if invited and hired, and remain in full-time employment for at least three years (not including the two years of internship). If a clinical intern voluntarily terminates employment before completing the commitment, fails to complete the requirements of the University program, or employment is terminated by the District for conduct or performance the District will determine whether the clinical intern is responsible for repayment of District paid tuition and fees.
5. **Leave Accumulation:** Sick leave accrued by the intern during employment under the Association of Salem-Keizer Education Support Professionals (ASK ESP) will carry over into the intern's employment as a member of SKEA.
6. **Rates of Pay:** Clinical interns will be placed on step 1 of the salary schedule. Column determination will be made in accordance with existing District hiring practices. Clinical interns are not eligible for the Special Education Differential while in the clinical intern program.
7. **Non-Completion:** Clinical Interns who do not successfully complete the internship and clinical interns not hired by the District will return to a classified position in the same job

classification held prior to the internship to be determined by the District.

### **Clinical Intern Program Year 1:**

1. **Goal for Year One Clinical Interns:** The goal for each clinical intern in year one is to complete WOU coursework to demonstrate progress toward licensure with TSPC and to assume all responsibilities of a general education licensed teacher by the end of year one.
2. **Eligibility:** Year one clinical interns must hold a bachelor's degree from an accredited university and be eligible for a restricted teaching license. It is the responsibility of the intern to work with the district to attain TSPC licensure. All costs associated with licensure are the responsibility of the clinical intern.
3. **Mentorship and Feedback:** Clinical interns will be assigned to a mentor/cooperating teacher who will provide modeling and gradual release of responsibility in the shared classroom. The clinical intern may receive feedback from mentors special education supervisors, district administration, and university supervisors.
4. **Teacher Evaluation:** Oregon law requires school districts to conduct an annual performance evaluation of probationary licensed teachers. In recognition of the modified scope of duties a Clinical Intern will be assigned, Clinical Interns will be evaluated by their assigned administrator(s) using an adapted version (which will be created by the Joint Evaluation Committee) of the licensed special education teacher evaluation rubric.
5. **Case Management:** Clinical interns will not have case management responsibilities; however, they will be part of the IEP team for students in the classrooms they serve. Clinical interns will be paid for any District directed time past their contract day as per the CBA.

### **Clinical Intern Program Year 2:**

1. **Clinical Intern Eligibility:** Year two clinical interns must be eligible to renew their restricted teaching license. It is the responsibility of the intern to work with the district to renew TSPC licensure. All costs associated with licensure are the responsibility of the clinical intern.
2. **Clinical Intern Placement:** Year two clinical interns will be placed in vacant special education positions. Final decisions on placements will be made by the District no later than June 30, 2025. The District will share proposed placements with SKEA through the labor management process. In the event an employee decides to leave the internship program prior to the 2025-2026 school year, the District reserves the right to reopen the selection process and place a clinical intern after June 30.
3. **Support:** Cohort specialists will work with year 2 clinical interns to provide case management for student Individual Education Plans (IEPs) in compliance with federal and state law, and district policy. The ratio of Cohort specialists will not exceed four clinical interns to one cohort specialist. Cohort specialists are eligible for the Special Education Differential.
4. **Instructional Responsibilities:** Year two clinical Interns will be the teacher of record for their teaching assignment. They are responsible for all instructional responsibilities of that classroom outside of case management.
5. **Case Management:** Clinical interns will not have case management responsibilities; however, they will be part of the IEP team. It is expected they will attend IEP meetings for all students in the classrooms they serve. Clinical interns will be paid for any District

directed time past their contract day as per the CBA.

6. **Probationary Service:** Time spent as an intern will count toward probationary service and experience on the salary schedule if the intern is subsequently hired into a special education teaching position.

### **Mentor/Cooperating Teachers**

1. Mentor/cooperating teachers will be selected from a pool of volunteers and will have a year one clinical intern assigned to them. The mentor/cooperating teacher will receive a stipend of \$2000 per/year. The stipend will be paid on the June paycheck. Stipends for mentor teachers who do not serve a full year will be prorated based on the number of days they are assigned a clinical intern and the contracted number of days in an instructional year.
2. Mentor/cooperating teachers will serve as the official case manager for the purposes of special education compliance for year one clinical interns
3. **Placement Priorities:** The District will prioritize the recruitment and placement of clinical interns in positions serving students with special needs. To the extent possible, clinical interns will not be placed in schools where they have worked as a classified employee. The District will utilize first consideration when placing Year 2 Clinical Interns.

### **Term of Agreement**

This agreement will remain in effect through June 30, 2026, the end of the two-year intern program. All provisions of this MOU are non-precedent setting.

### **Signatures**

This agreement is made and executed by the duly authorized representatives of the Salem- Keizer School District and the Salem Keizer Education Association.

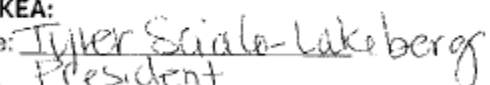
**For the District:**

Name:  Robert Silva

Title: COO

Date: 1/6/24

**For SKEA:**

Name:  Tyler Sciala-Lakeberg

Title: President

Date: 12/20/24