

WASHINGTON STATE UNIVERSITY**Agreement Concerning Teacher Candidate Internships and
Related Field Experiences of the College of Education, Sport and Human Sciences**

This agreement, made and entered into by and between SUMNER S.D. NO. 320, hereinafter called the “**District**”, and **WASHINGTON STATE UNIVERSITY**, by and through its College of Education, Sport and Human Sciences hereinafter called the “**University**”, is for the purpose of providing cooperative arrangements for internships and related field experiences for teacher candidates enrolled in the University’s College of Education, Sport and Human Sciences “**College**”.

I. The District agrees:

- A. To provide laboratory resources and related educational services to teacher candidates enrolled in the College’s teacher preparation programs.
- B. To assist/cooperate in the collection of data/research, which will help the University evaluate its programs and potential success of its teacher candidates.
- C. To ensure that mentor teachers provide appropriate supervision of teacher candidates. Candidates should be treated as professionals and be expected to follow all rules and regulations established by the District. It will be the District’s responsibility to see that teacher candidates are made aware of such rules and regulations. The District may remove a candidate from placement for violating District rules and regulations or for such actions the District views as detrimental to the students in the classroom. The College/University will be consulted before final action is taken.

II. The University agrees:

- A. That in accordance to RCW 43.43.830, teacher candidates will not be placed in field experiences in the District with unsupervised access to children until a background check by the Washington State Patrol and Federal Bureau of Investigation, including fingerprint clearance, is complete and the Office of Professional Practices of the State Superintendent of Public Instruction has notified the University that the candidate is cleared for such placement. Fingerprint and character clearance under RCW 28A.410.010 must be current at all times during the field experience. ✓
- B. To make assignments for field experiences that will adhere to the criteria of WAC Title 181-Chapter 78A and the Department of Teaching and Learning, including but not limited to:
 - Ensuring that as much as possible that candidates participate in field experiences in school settings with students and teachers who differ from themselves in race, ethnicity, home language, socio-economic status, or local population density.
 - Ensuring field experiences are performance-based and candidates are provided an opportunity to demonstrate a positive impact on student learning.

- The internship experience is a semester in length (ranging from 12-16 weeks depending on program) and is under the supervision of persons with a minimum of three years experience in the classroom.
 - Minimum of 12 hours of observation/consultation by university supervisor.
- C. To assign a faculty member with public school experience and a master's degree in education or related field to serve as supervisor of teacher candidates in the District. This supervisor shall be responsible for coordinating services of the University, including, without limitation, the orienting and advising of mentor teachers regarding internships and related educational experiences, and the supervision of teacher candidates.
 - D. To provide a stipend of \$200.00 per semester for mentor teacher or teachers who supervise a teacher candidate. Any such stipend will be provided by WSU directly to the mentor teacher or teachers who supervise a teacher candidate. Stipend will not be provided to District.
 - E. To provide mentor teachers with field experience handbooks and evaluation materials.
 - F. To be responsible, in cooperation with the District teacher(s) to whom the candidate is assigned, for the final evaluation of the candidate's completion of the field experience.
 - G. To place teacher candidates participating in field experiences other than the culminating internship (e.g. practica, observations, research projects, tutoring) through the Office of Field Services, utilizing appropriate forms for placement and evaluation of each experience. (No remuneration will be paid by the College for such experiences.)
 - H. To meet as needed with District and College personnel to plan, evaluate, and modify the teacher preparation program and field experiences.
 - I. To arrange placements and remuneration made as part of the counseling and administrative internship programs through the Department of Educational Leadership and Counseling Psychology.

III. It is mutually agreed that:

- A. The central administration of the District and the University Field Placement Coordinator(s) will be responsible for assigning teacher candidates and selecting mentor teachers who a) have a minimum three years teaching experience b) understand learners, learning, and teaching, c) possess good communication skills, and d) are willing to share teaching responsibilities and autonomy. These parties are also responsible for working out the candidate's program of experience in cooperation with principals and mentor teachers; provided, however, that the District reserves the right to terminate any teacher candidate when it is in the best interests of the District to do so but will consult with the University supervisor before doing so.
- B. Candidates will not be placed in settings in which personal relationships or previous experiences could interfere with objective evaluation of candidates.

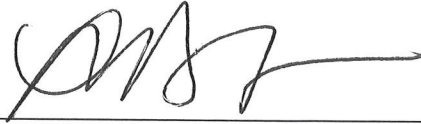
- C. In assigning teacher candidates and in reimbursing mentor teachers, it is recognized that, in many instances, it may be desirable for the candidate to work with more than one mentor teacher, and in more than one field.
- D. When teacher candidates are assigned exclusively to certain specialized fields with directors and consultants who act as direct supervisors of such candidates with responsibility comparable to that of a high school department head, it will be possible to allocate a proportion of the administrative fee to the supervisor.
- E. The representative of the University who supervises the field experience program is responsible for working with the District to provide itemized billing to the University for each teacher candidate and the allocation of funds to be paid. Payments by the University are to be due at the conclusion of each internship period.
- F. The term of this agreement shall be for five years, beginning August 1, 2026. This agreement may be renewed for additional periods if approved by both parties in writing. The University reserves the right to cancel this agreement at any time in the event funds are not appropriated by the Washington Legislature for the teacher preparation program at the University.
- G. Each party shall comply with all state and federal civil rights laws and regulations.
- ✓ H. Liability Coverage Provisions: Each party to this Agreement will be responsible for the negligent acts or omissions of its own employees, officers, or agents in the performance of this Agreement. Neither party will be considered the agent of the other and neither party assumes any responsibility to the other party for the consequences of any act or omission of any person, firm, or corporation not a party to this Agreement. The District will accept placement of only those candidates who are insured against liability for actions or inactions occurring in the field experience setting. Teacher candidates participating in the educational program will be covered by insurance acquired by the candidates. The limits on the liability policy shall be, at minimum, \$1,000,000 per occurrence. Certificates of such coverage purchased by the candidate will be provided to the District upon request. Should proof of insurance not meet with the District's approval and satisfaction, the District can refuse to accept any candidate for placement.
- ✓ I. The University is covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and claims against the University and its employees, officers, and agents in the performance of their duties and this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.
- J. Any party may terminate this agreement by written notice to the other party at least thirty days in advance of the beginning of any University semester. Nothing in this Article shall be construed to permit either party to require such termination to occur during any University semester.

IN WITNESS WHEREOF the parties have caused these presents to be executed by their appropriate signatures.

[Signature page follows]

6/26/25

Date



School Board Designated Signature

Laurie Dent, Phd. Superintendent

Print Name and Title

WASHINGTON STATE UNIVERSITY

June 24, 2026

Date

Recommended:



Heidi Ritter, Program Specialist
Department of Teaching and Learning,
College of Education, Sport and Human Sciences

Approved:



Alanna Ellis, Executive Manager
College of Education, Sport and Human Sciences
Washington State University

June 25, 2026

Date

RETURN TO: Washington State University
College of Education, Sport and Human Sciences
Attention: Heidi Ritter
PO Box 642114
Pullman WA 99164-2114