

WASHINGTON STATE UNIVERSITY

MEMORANDUM OF AGREEMENT

**Concerning Student Teaching and
Related Educational Service Programs of
The College of Education**

This agreement, made and entered into by and between TAHOMA SCHOOL DISTRICT NO. 409, hereinafter called the "District", and WASHINGTON STATE UNIVERSITY, hereinafter called the "University", is for the purpose of providing cooperative arrangements for student teaching and related educational experiences for students enrolled in the College of Education, Washington State University.

I. The District agrees:

- A. To provide laboratory resources and related educational services to students enrolled in the student teaching programs of the College of Education, Washington State University.
- B. To assist/cooperate in the collection of data/research which will help the University evaluate its programs and potential success of its pre-service teachers.
- C. To insure that cooperating teachers provide appropriate supervision of interns. Students should be treated as professionals and be expected to follow all rules and regulations established by the school district. It will be the school district's responsibility to see that interns are made aware of such rules and regulations. The school district may remove an intern 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, pre-service teachers 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.
- B. To make assignments for student teaching that will adhere to the following criteria of WAC Title 181-Chapter 78A and the Department of Teaching and Learning:
 - Field experiences integrated throughout the preparation program and include experience with diverse populations in a variety of settings.
 - Student teaching/internship experience is performance-based and students are expected to demonstrate a positive impact on student learning.
 - The student teaching/internship experience is a semester in length 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 college supervisor.
- C. To provide a stipend of \$200.00 per semester for teacher or teachers who supervise a student teacher.
- D. To provide participating teachers with the Student Teaching Handbook and Resource Guide and evaluation materials.

E. 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 student teaching.

F. To place education students participating in field experiences other than student teaching (practical observations, research projects, tutoring) through the Field Experience Office, utilizing appropriate forms for placement and evaluation of each experience. (No remuneration will be paid by the college for such experiences.)

G. To meet as needed with district and college personnel to plan, evaluate, and modify the student teacher program and field experiences.

H. To arrange placements and remuneration made as part of the counseling and administrative internship programs through the Department of Educational Leadership and Counseling Psychology.

I. 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 students who are insured against liability for actions or inactions occurring in the internship setting. Students participating in the educational program will be covered by insurance acquired by the student. The limits on the liability policy shall be, at minimum, \$1,000,000 per occurrence. Certificates of such coverage purchased by the student 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 student for placement.

Washington State 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 Washington State 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.

III. It is mutually agreed that:

A. The central administration of the District and the Coordinator of Field Placement, appointed by Washington State University, will be responsible for assigning student teachers, selecting cooperating teachers who have a minimum three years teaching experience, and working out the student's program of experience in cooperation with principals and cooperating teachers; provided, however that the School District reserves the right to terminate any student teacher when it is in the best interests of the district to do so but will consult with the university supervisor before doing so.

B. In assigning student teachers and in reimbursing cooperating teachers, it is recognized that, in many instances, it may be desirable for the student to work with more than one cooperating teacher, and in more than one field.

C. When student teachers are assigned exclusively to certain specialized fields with directors and consultants who act as direct supervisors of such student teachers 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.

D. The representative of Washington State University who supervises the student teacher program is responsible for working with the District to provide itemized billing to Washington State University for each student teacher and the allocation of funds to be paid. Payments by Washington State University are to be due at the conclusion of each student teaching period.

E. The term of this agreement shall be for five years, beginning August 2008. This agreement may be renewed for additional periods if approved by both parties in writing. Notwithstanding the term stated, this agreement may be renewed and amended at the end of each school year. 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 Washington State University.

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.

Date

School Board Designated Signature
of TAHOMA SCHOOL DISTRICT No. 409

Print Name and Title

WASHINGTON STATE UNIVERSITY

Recommended:

Date

Judy Nichols Mitchell, Dean
College of Education

Approved:

Date

Office of the Provost
Washington State University

RETURN TO: Washington State University
College of Education
Attention: Ruby Latham
PO Box 642152
Pullman WA 99164-2152

