



MEMORANDUM OF AGREEMENT

Concerning Student Teaching and Related Educational Service Programs

This agreement, made and entered into by and between TACOMA SCHOOL DISTRICT #10, hereafter called the “District” and _____ hereafter called the “College/University,” is for the purpose of providing cooperative agreements for student teaching and related educational experience for students.

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.
- B. To assist/cooperate in the collection of data/research which helps the College/University evaluate its programs and potential success of its preservice 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 District. It will be the District’s responsibility to see that interns are made aware of such rules and regulations. The District may remove an intern from placement for violating such 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.
- D. That student teachers/interns will not be used as substitute teachers.

II: THE COLLEGE/UNIVERSITY AGREES:

- A. That in accordance to RCW.43.43.830, preservice 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 is complete and the Office of Professional Practices of the State Superintendent of Public Instruction has notified the College/University that the candidate is cleared for such placement.

In addition, pursuant to RCW.28A.400.300 the College/University shall prohibit any of its preservice/student teachers from working with District who have pled guilty to or have been convicted of any felony crime involving physical neglect of a child under Chapter 9A.42 RCW; they physical injury or death of a child under Chapter 9A.32. or 9A.36 RCW (except motor violations under Chapter 46.61 RCW); sexual exploitation of a child under Chapter 9.68A RCW; sexual offenses under Chapter 9A.88 RCW; the sale or purchase of a minor child under RCW 9A.64.030; or violation of similar laws of another jurisdiction; and convictions for crimes relating to drugs, including manufacturing, delivering, or possessing with the intent to manufacture or deliver a controlled substance.

- B. To make assignments for student teaching that will adhere to the following criteria:
1. Field experiences are integrated throughout the preparation program and should include experience with diverse populations in a variety of settings.
 2. Student teaching/internship experiences are performance-based and students are expected to demonstrate a positive impact on student learning.
 3. The student teaching/internship experience is under the supervision of persons with a minimum of three years teaching experience in the classroom.
 4. The student teaching/internship experience will include ongoing observation/consultation by a College/University supervisor. The number of hours/days spent by a student in the District is determined by the College/University requirements and by the College/University calendar.
 5. The student teaching/internship will be in compliance with the District teacher contract and with the district/state regulations regarding employees, volunteers, and other personnel who come in contact with children. This includes the requirement that all personnel are to be fingerprinted and have their background check cleared before working with children.
- C. To provide remuneration for the teacher(s) who supervise a student teacher and for the principal or other supervising personnel for whom definite administrative services are rendered. All such remuneration will be prearranged and delivered directly to the supervising personnel of the District. If the student teacher does not complete the term, the stipend will be paid proportionately to the extent of services performed under the term. Describe:
- D. To provide participating teachers with the College/University's cooperating teacher guidelines 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 for less than twenty (20) days; i.e., practica, observations, research projects, or tutoring. No remuneration will be paid by the College/University for such experiences. The District's student teaching placement office will be notified in writing of these placements.
- G. To meet as needed with District and College/University personnel to plan, evaluate, and modify the student teacher program and field experiences.
- H. To provide the District with appropriate information about each student's academic profile, professional interests, and background.

III: IT IS MUTUALLY AGREED THAT:

- A. The District and the College/University will be responsible for jointly assigning student teachers, selecting cooperating teachers, and planning the student's program of experience with principals and cooperating teachers. The District reserves the right to terminate any student teaching assignment, but will consult with the College/University before taking such action.
- B. In assigning student teachers and in compensating cooperative 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. Each party shall defend, indemnify, and hold the other party, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits including attorney fees arising out of injuries and damages caused by each party's own negligence.
- D. Each party shall provide a Certificate of Insurance evidencing: Commercial General Liability insurance written on occurrence basis with limits of no less than \$1,000,000 combined single limit per occurrence for personal injury, bodily injury, and property damage.
- E. Each party reserves the right to receive a certified copy of all required insurance policies.
- F. Student teachers will be restricted from transporting students.
- G. This agreement shall be for three years, beginning with the fiscal year.

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 College/University reserves the right to cancel this agreement at any time in the event funds are not appropriated by the Washington Legislature for its teacher preparation program.

IN WITNESS WHEREOF this agreement has been executed by and on behalf of the parties upon approval of their designated representatives.

DISTRICT REPRESENTATIVE

COLLEGE UNIVERSITY REPRESENTATIVE

Signature

Signature

Title

Title

Date

Date

Tacoma School District complies with all federal laws and regulations and does not discriminate on the basis of race, religion, color, national origin or ancestry, sex, gender identity, sexual orientation, age, marital or veteran status or disability. The district also prohibits the use of racial, ethnic, and/or sexual slurs, including sexual harassment. This holds true for all students who are interested in participating in educational programs and/or extra-curricular activities. Inquiries regarding the application of the above reference should be directed to the assistant to the superintendent, equity and diversity, P.O. Box 1357, Tacoma, WA 98401-1357; telephone 253.571.1292. Inquiries regarding the application of Section 504 of the Rehabilitation Act (concerning disabilities) should be directed to the director, comprehensive guidance programs, P.O. Box 1357, Tacoma, WA 98401-1357; telephone 253.571.1063.