



Memorandum of Understanding for the Clinical Partnership, Supervised Teaching and Field Experience

This agreement establishes the partnership between Eastern Oregon University's College of Education (herein after "University") and the _____ (herein after "District")

The University's Teacher Preparation Program is designed to prepare PK-12 teachers with the knowledge, skills and dispositions necessary to positively impact PK-12 student learning and development. The goal of this Partnership is to co-construct high quality clinical experiences for University teacher candidates in District classrooms.

PURPOSE

The University and District hereby agree that students in Education who are recommended by the University and approved by the District may perform supervised teaching and practica in the District's elementary, middle/junior, and/or high schools according to the provisions of this agreement. The University has established specific policies, procedures, and responsibilities for the conduct of its student teacher and practicum student program which are contained in a Handbook which is distributed to all participants in the supervised teaching program.

University and the District personnel will work together to:

1. Ensure that theory (taught in University coursework) and teaching practice (in District classrooms) are linked, and that coherence across academic and clinical preparation is maintained.
2. Place teacher candidates with District clinical educators who have the experience, training and dispositions to provide high-quality clinical experiences and mentoring that will enable the teacher candidates to learn the craft of teaching.
3. Design and organize clinical experiences of sufficient depth, breadth, diversity, coherence and duration to ensure that teacher candidates learn the knowledge, skills, and dispositions of effective teachers.

Both the University and the District will be accountable for these outcomes and assessing the effectiveness of the Clinical Education program.

DISTRICT RESPONSIBILITIES

1. Encourage and recruit experienced teachers as Partnership Clinical Educators.
2. Provide professional development release time to Clinical Educators for the purpose of training and consultation between with University personnel.
3. Provide practicum and student teaching placements to University teacher candidates.

UNIVERSITY RESPONSIBILITIES

1. Facilitate discussions between University Faculty and District personnel regarding selection of Clinical Educators.

2. Provide training and compensation for District Clinical Educators, and coordinate ongoing collaboration between University Faculty and District Clinical Educators regarding the design and assessment of the Clinical Education program located at the District.
3. Coordinate supervision and evaluation of Teacher Candidates during their placement in District classrooms.
4. The University shall pay the District \$150 for each student teacher in the University Undergraduate program. The University shall pay the District \$200 for each 15-week placement for each intern in the University Graduate program. This payment is the entire sum to be paid.
5. Payments shall be made to the District by the University at the end of each quarter of student teaching in the University Undergraduate program and at the end of the semester of student teaching in the University Graduate program. This does not apply to practica.
6. The University extends use of the University Library and email services to supervising teachers in accordance with University's use policy for such services

DISTRICT STAFF PRIVILEGES PROVIDED BY UNIVERSITY

1. **Earning Educational Credit Vouchers:** The District will earn a credit voucher for any licensed educator professional who supervises student teachers or interns as a part of this clinical partnership, regardless of the number of student teachers, Practicum students, or interns supervised. A credit voucher allows any licensed educator professional employed by the District to register for course(s) at the University at a reduced tuition fee rate.
2. **Redeeming Educational Credit Vouchers:** Earned credit vouchers must be used by a licensed educator professional employed by the District within five (5) successive academic quarters (including summer session) following the quarter in which the supervision is provided, after which time the credit vouchers are void. Credit vouchers (or unused portion thereof) are not cumulative. The credit voucher is applicable only up to five (5) credit hours in any academic quarter for any one licensed educator professional, including summer session. Unused portions of a credit voucher may not be carried to another term or used by another licensed educator professional. Only one credit voucher may be redeemed per licensed educator professional per academic term at the University. The current voucher rate is 1/3 paid by the teacher – the fee remission is 2/3 provided by University.
3. **Conditions and Restrictions:** The Eastern Oregon University credit voucher rate is determined by the University Board of Trustees and is subject to change. The University may restrict use of credit vouchers in courses on a "space available" basis or impose other restrictions consistent with institutional needs related to specific courses. The credit voucher and other related benefits may also be redeemed by an administrator, counselor, or other licensed educator professional in the District.

The largest credit voucher awarded is for five (5) credits for any one permissible activity. A licensed educator professional who supervises student teachers, practicum student and/or interns may earn a maximum of eleven (11) credits per academic year for the District. If a licensed educator professional using a credit voucher registers for eight (8), [of which five (5) are covered by the voucher and three (3) are paid at the appropriate credit hour rate], the maximum amount a credit voucher is valued at is five (5) credit hours. Hours in excess of five shall be at the appropriate credit hour rate (graduate or undergraduate, resident or nonresident), and the University shall charge all mandatory enrollment fees applicable to the total number of credits for which the licensed educator professional is registering.

4. **Professional Development Credits (PDU):** A licensed educator professional who supervises student teachers, practicum students and/or interns will receive PDU for every 30 hours of mentorship.

GENERAL PROVISIONS

1. The University will defend, indemnify, and hold harmless the District, its directors, employees, and agents from any loss, claim, or damage arising out of the negligent acts or omissions of University students or faculty. The University agrees to provide professional liability coverage for assigned University students and faculty and, on request, to deliver a certificate or other evidence of such coverage to the District prior to beginning any performance under this agreement.
2. The District will defend, indemnify, and hold harmless the University, its directors, employees, agents and students from any loss, claim, or damage arising out of the negligent acts or omissions of District employees or agents. The District agrees to maintain comprehensive general liability insurance and, on request, to deliver a certificate or other evidence of such coverage to the University prior to beginning any performance under this Agreement.
3. The University and the District agree to comply with all federal, state, county, and local laws, ordinances, and regulations applicable to the work to be done under this agreement. Both parties agree to comply with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations. This agreement shall be governed and constructed in accordance with the laws of the State of Oregon.
4. This contract may be terminated by mutual consent of the parties at any time or by one party upon 60 days' notice to the other party. This termination must be in writing and delivered by certified mail or in person. Such termination shall in no way affect the candidates' assigned prior to termination.
5. Before the candidate's first date of field experience, the intern will submit to the District a verification of fingerprint clearance. University requires fingerprint clearance prior to enrollment in University classes. Notification that clears the student for placement during the field experience will be sent to the District prior to the placement.
6. The failure of the University to enforce any provision of this contract shall not constitute a waiver by the University or the District of that or any other provision.
7. The terms of this agreement may be modified, supplemented, or amended only by written agreement signed by all parties.
8. All notices shall be sent to the following:

District Address:

University Address:

Eastern Oregon University
College of Education
One University Boulevard
La Grande, OR 97850

9. The University may send small groups of students to observe activities within the school(s) of the District and individual students may be given the opportunity to gain work experience such as tutoring, teaching small groups, and providing presentations. No remuneration will be paid by the University for the Privilege of observation, work experience, or research, and no staff rate or other privileges will be earned by the District teachers participating in these activities though if requested, PDU's may be awarded. All placements under this section are subject to District approval.
10. Clinical Partnership teachers (also referred to as Mentor teachers) and/or teacher teams who will be working with student teachers and/or interns from the University may be required to complete a workshop offered by the University depending on the program. The District may have

additional requirements for Clinical Partnership Mentor teachers in addition to those requirements listed in the handbook.

11. Sexual Harassment Policy. The University has adopted policies applicable to contractors that prohibit sexual harassment. District accepts that it, its employees, and student teachers are required to adhere to the University's policy prohibiting sexual harassment in their interactions with members of the University community.

EASTERN OREGON UNIVERSITY and DISTRICT

THIS AGREEMENT CONSTITUTES THE ENTIRE AGREEMENT BETWEEN THE PARTIES. NO WAIVER, CONSENT, MODIFICATION, OR CHANGE OF TERMS OF THIS AGREEMENT SHALL BIND EITHER PARTY UNLESS IN WRITING AND SIGNED BY ALL PARTIES. SUCH WAIVER, CONSENT, MODIFICATION, OR CHANGE IF MADE SHALL BE EFFECTIVE ONLY IN THE SPECIFIC INSTANCE AND FOR THE SPECIFIC PURPOSE GIVEN. THERE ARE NO UNDERSTANDINGS, AGREEMENTS, OR REPRESENTATIONS, ORAL OR WRITTEN, NOT SPECIFIED HEREIN REGARDING THIS AGREEMENT. DISTRICT, BY THE SIGNATURE BELOW OF ITS AUTHORIZED REPRESENTATIVE, HEREBY ACKNOWLEDGES THAT IT HAS READ THIS AGREEMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

DISTRICT:

Signature

Date

Print Name

Title

Tax Identification Number

UNIVERSITY:

College of Education Dean

Date

VP for Finance & Administration

Date

Internal Office Use Only:

Certificate of Liability Insurance for District _____

Current Substitute W9 for District _____

Certificate of Liability Insurance for University _____