



May 4, 2016

Wayne Benningfield, Superintendent
Todd County Schools
205 Airport Rd
Elkton, KY 42220

Re: 2016-2017 Agreement to Accept Student Teaching Placements and Field Placements

Dear Superintendent Benningfield:

Midway University would like to place teacher education students in Todd County Schools for student teaching and field experiences. Midway University intends to make sure our placement benefits not only our education candidates but the students of Todd County Schools.

Midway University will offer our candidates orientation and instruction, including supervision of their student teaching. Todd County Schools will offer a placement and supervising teacher. We will work with you to arrange placements. The supervising teachers for student teachers must meet the following criteria:

- Masters degree or fifth year program;
- Three years of teaching experience;
- Current provisional or standard certificate.

Student teachers should be placed on a one-to-one basis with supervising teachers. These supervising teachers will be paid a stipend of one hundred dollars per eight-week placement for each student teacher.

For field placement, supervising teachers only need to be certified classroom teachers. Our students are typically in the school about three to four hours per week. They will want to initiate some specific activities with the cooperation of their placement teachers. We also expect them to assist the classroom teacher in delivering good learning experiences.

For both student teachers and field placement teachers we have detailed handbooks, which are available to the district office and classroom teachers. If requested, we will meet with the classroom teacher at the start of field placement.

We will provide you a list of candidates for whom we will collaboratively initiate and arrange student teaching or field experience placements.

We recognize the critical opportunities your educators will offer the students of Midway University. Please let us know if at any time we can enhance our relationships or improve our placements to be more meaningful or effective for either our candidates or to your classrooms.

Please sign (or have the appropriate school district official sign) a copy of this letter and return it to the University for our files.

If you have any questions, please do not hesitate to call our Teacher Education Division 859.846.5753.

Regards,

A handwritten signature in cursive script, reading "Mary E. Stivers".

Mary E. Stivers, Ph.D.
V.P. Academic Affairs

Wayne Benningfield, Superintendent
Todd County Schools