



**ASBURY UNIVERSITY**

*Academic Excellence & Spiritual Vitality*

School of Education  
1 Macklem Drive  
Wilmore, KY 40390

David.Riel@asbury.edu  
859-858-3511 Ext. 2150

February 6, 2019

Larry Hammond  
Gallatin County Board of Education  
75 Boardwalk  
Warsaw, KY 41095

Dear Mr. Hammond;

Please find enclosed two copies of the Asbury University Revised Field/Clinical/Intern Placement Agreement for your superintendent's signature. We would like to have an agreement between your school district and Asbury University in place on a continuing basis in case we have the need for placements of student teachers or graduate students who may already work in your school system.

These enclosed documents reflect Asbury University's increased responsibility in the areas of school security, proper identification, criminal background checks, confidentiality and teacher and school compensation. It also reflects the inclusion of our graduate students.

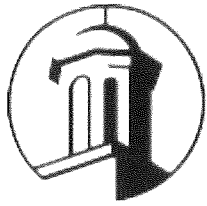
Asbury University wishes to express our indebtedness to your school district for providing us with opportunities for outstanding placements for our education students. We believe this is a mutually beneficial arrangement. We gain quality, authentic classroom experiences for our students and your teachers receive professional assistance as they provide the best possible instruction.

As you review these documents, please contact me if you have any comments or changes.

My telephone number is (859) 858-3511 ext. 2150 and my e-mail address is [david.riel@asbury.edu](mailto:david.riel@asbury.edu). If the agreement is acceptable, please sign both copies. Retain one copy for your records and return the other copy to us in the envelope provided.

Respectfully,

David R. Riel, Director of Field and Clinical Practice  
Asbury University



# ASBURY UNIVERSITY

## SCHOOL OF EDUCATION

### **REVISED (2006) PUBLIC SCHOOL CONTRACT**

Asbury University and Gallatin County Schools, in accordance with Kentucky School Laws section 161.042, (Amended June 21, 2001), accept the joint responsibility to train qualified teachers. This Professional Partnership System embraces the entire professional education program from initial field experiences to program exit.

Gallatin County Schools will make assignments of field/clinical/intern students subject to its limitations and in accordance with its philosophy of teacher education. The Gallatin County Schools reserve the right to refuse placement of a student who might not contribute to the development of a professional program of teacher education and improvement. Gallatin County Schools also reserve the right to remove from its classrooms field/clinical/intern students who, in the judgment of the school's staff, have an adverse influence on the welfare of pupils and who do not contribute to the advancement of the profession of teaching.

Staff members of both Asbury University and Gallatin County Schools who are responsible for selection and placement of field/clinical/intern students and for the recommendation of clinical faculty (cooperating teachers) will endeavor to develop and apply appropriate standards for participation in the teacher training program. These standards will be concerned with academic and professional backgrounds, personal qualities, professional attitudes, and relationships with pupils and peers, in addition to the paramount ability to successfully direct the learning process.

Kentucky School Laws 162.042[4] states "A student teacher who is jointly assigned by a teacher education institution and a local board of education shall have the same legal status and protection as a certified teacher employed within the district..." therefore:

- A. Asbury University will ensure that clinical/intern participants have been subject to state and national criminal records checks required under KRS 160.380.
- B. All field/clinical/intern participants will be held to the highest standards of confidentiality as defined in the Family Educational Rights and Privacy Act as they deal with student records, work samples, case studies, assessment practices, and other student related material.

In addition, Asbury University will ensure that all assigned field/clinical placement participants and college supervisory personnel will arrive at placements with proper identification and be held to the

highest standards of confidentiality as defined in the Family Educational Rights and Privacy Act as they deal with student records, work samples, case studies, assessment practices, and other student related material.

Gallatin County Schools accepts the responsibility for collaborative placement of students in the teacher education program. Subject to its limitation, it will perform this supervisory function and related services as required.

It is agreed that all programs that place education students in Gallatin County Schools for all departments of Asbury University shall follow the procedure as indicated in this agreement.

- A. Placements for field/clinical/intern participants shall be arranged with the superintendent or a designated representative. (This is normally arranged through the building principal.)
- B. The above applies to both the undergraduate and graduate levels.
- C. It is understood that in some cases graduate interns may be completing placements in schools where they are already employed.

Compensation (when appropriate) of individuals responsible for the supervision and training of field/clinical/intern participants shall be made directly to the representative of the Gallatin County Schools as outlined in the following conditions:

- A. For direct supervision of clinical participants, the clinical faculty (cooperating teacher) will be paid a set amount for each semester hour of clinical practice. If the student is assigned to more than one clinical faculty member in a semester or summer session, the amount paid each one shall be prorated on the basis of the number of weeks the student spends in each assignment.
- B. For general supervision of the field participants, the Partnering School(s) will receive an honorarium as follows:

1 to 3 field participants --a set amount - each of nine or more semester hours credit in a semester or summer session.

4 to 10 field participants --a set amount - for group.

If a field/clinical/intern participant is assigned to more than one school in a semester or summer session, the partnering school will receive an honorarium depending upon the number of weeks of the student's assignment in the school.

The partnering school receiving the compensation may direct all or part of this compensation to be paid to the principal, assistant principal, other designate or applied to the SBDM Council needs. This arrangement must be in writing and submitted to the

responsible Asbury University representative.

- C. An honorarium for supervision of field/methods block students will be made to partnering schools participating in field placements. Partnering schools participating in field placements will receive \*a set amount per student per semester. The honorarium will be prorated (per week) for field/methods block placements of less than a semester.

In compliance with the agreement stated above between Asbury University and Gallatin County Schools, Asbury University shall pay to the individual teachers, partnering schools, and others the amount agreed upon in accordance with the terms of this agreement. Payment shall be made not later than the end of the month following the month in which the service is completed.

The period covered by the agreement shall be until revised or terminated by mutual agreement.

Gallatin County Schools

Asbury University

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Signature of Superintendent

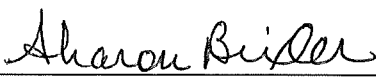
  
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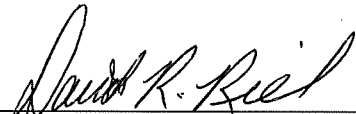
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\_\_\_\_\_  
Date

Asbury University

Asbury University

  
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Dean, School of Education

2/1/19  
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Date

  
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Director of Field  
And Clinical Experiences

2/1/19  
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Date