

Kenton County School District | It's about ALL kids.

**THE KENTON COUNTY BOARD OF
EDUCATION**

1055 EATON DRIVE, FORT WRIGHT, KENTUCKY
41017

TELEPHONE: (859) 344-8888 / FAX: (859) 344-1531

WEBSITE: www.kenton.kyschools.us

Dr. Henry Webb, Superintendent of Schools

KCSD ISSUE PAPER

DATE:

07/23/2020

AGENDA ITEM (ACTION ITEM):

Consider/Approve the Memorandum of Agreement and the Memorandum of Understanding between the Kenton County School District (KCSD), Twenhofel Middle and Thomas More University for Practicum Students and Student Teachers to perform clinical experiences in KCSD and Twenhofel classrooms during the 2020-21 school year.

APPLICABLE BOARD POLICY:

03.3 Student Teachers

HISTORY/BACKGROUND:

The Kenton County School District (KCSD) and Thomas More University (TMU) have previously partnered in order for students of TMU to serve as practicum students and student teachers within KCSD classrooms. TMU has requested to continue this partnership for the 2020-21 school year. Additionally, TMU has requested a specific agreement with Twenhofel Middle to host a pre-service residency program for practicum students. This partnership will continue to grow the education profession and serve as a first-hand recruiting tool for administrators who have the opportunity to observe the potential of student teachers when considering these individuals for open teaching positions.

FISCAL/BUDGETARY IMPACT:

\$0 – no fiscal or budgetary impact to the District

RECOMMENDATION:

It is recommended the Board approve the Memorandum of Agreement and the Memorandum of Understanding between the Kenton County School District (KCSD), Twenhofel Middle and Thomas More University for Practicum Students and Student Teachers to perform clinical experiences in KCSD and Twenhofel classrooms during the 2020-21 school year.

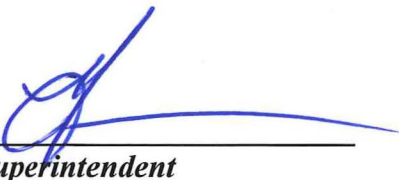
CONTACT PERSON:

Matt Rigg, Executive Director Human Resources

Principal



District Administrator



Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.

Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.

Kenton County Board of Education

Board Members: Carl Wicklund, Chairperson Karen L. Collins, Vice Chairperson Carla Egan Shannon Herold Jessica Jehn
"The Kenton County Board of Education provides Equal Education & Employment Opportunities."



THOMAS MORE
UNIVERSITY

July 22, 2020

Dr. Henry Webb, Superintendent
Kenton County School District
1055 Eaton Dr.
Ft. Wright, KY 41017

Dear Mr. Webb,

Please review the following revised Memorandum of Understanding Agreements for the Thomas More University Education Department. We would like to continue our collaboration with your school district through this updated document. Our continued collaboration in your district under this signed MOU is imperative to our program. Please review this MOU carefully, and contact me with any questions or concerns regarding the content of the document.

Thank you for your immediate attention to these MOUs.

Sincerely,

Christy Petroze

Christy Petroze, Ed.D.
Department Chair
Director of Student Teaching
Thomas More University
333 Thomas More Parkway
Crestview Hills, KY 41017
859.344.3360
christy.petroze@thomasmore.edu



THOMAS MORE
UNIVERSITY

Memorandum of Agreement

Programs and Services Available to School Systems

This agreement is entered into by the Board of Education of the **Kenton County School District** and **Thomas More University**, Education Department, Crestview Hills, KY

This memorandum describes the programs and services available to the below noted education agency through the Education Department at Thomas More University. These programs and services are available at no cost to the education agencies in the indicated service area of the University and are available upon request.

The Following Services are available to the **Kenton County School District**:

1. Practicum Supervision:

Undergraduate Teacher Education Program: The practicum experience component at Thomas More University involves at least two 30-75-hour placements in classrooms depending on teacher certification levels. The Director of Field Placements and the course instructors shall collaborate carefully with school personnel to assign cooperating teachers with teacher candidates.

2. Clinical Field Experience/Student Teacher Supervision:

Undergraduate Teacher Education Program: The clinical field experience component at Thomas More University involves a 15-week field experience (70 days) for all teacher candidates. Elementary and Middle School teacher candidates require one 8-week placement and one 7-week placement in two different schools, in different grade levels. Teacher candidates in P-12 content areas (Art, Theatre, Spanish) and grades 5-12 (Business and Marketing) will be assigned to two placements depending on the program. The Director of Field Placements carefully collaborates with school personnel to assign cooperating teachers with teacher candidates.

Under 16 KAR 5:040, cooperating teachers will complete co-teaching training at an Institution of Higher Education in order to supervise a student teaching candidate.

Cooperating teachers are also asked to attend the Thomas More University Student Teaching Orientation meeting held in the spring or fall prior to the supervision of the teacher candidate.

3. **Joint Professional Growth Opportunities:** Thomas More University faculty will offer joint professional growth opportunities and school-based research opportunities between the education agency and the university faculty that contribute to the profession.

Additional Provisions:

Thomas More University teacher candidates are required to obtain the following prior to entering the field for practicum placement:

- Criminal History Record by the Administrative Office of the Courts (KY)*
- VIRTUS background check via Selection.com: All teacher candidates are required to complete VIRTUS training in Education 101 and maintain an “active status” throughout the entire education program. VIRTUS Training is a requirement of the Diocese of Covington and indicates that our teacher candidates are trained in sexual abuse and sexual misconduct with minors.
- Physical Restraint and Seclusion Training: Thomas More University teacher candidates are required to participate in the Physical Restraint and Seclusion Training. Certificates of Completion are maintained in student files in the Education Department and available upon request.

Thomas More University teacher candidates are required to obtain the following prior to clinical field experience:

- Criminal Records Check*, which includes:
 - Criminal History Search
 - Sex Offender Registry Search
 - FBI Fingerprint Check
- TB Test
- Child Abuse or Neglect Check (CAN)/Central Registry Check Form

*Background checks on record at Thomas More University will be applicable to all education agencies that candidates visit during the course of study at Thomas More University. Thomas More University will provide copies of background checks to education agencies upon request.

Expenses for all background checks are incurred by the teacher candidates.

Thomas More University agrees to inform its teacher candidates that they shall be responsible for following the rules and regulations of the education agency, including recognition of the confidential nature of information regarding pupils and their records.

Thomas More University will keep all records and reports on teacher candidate experiences in accordance with the policy and regulatory requirements.

Provisions Applicable to the Education Agency:

1. The education agency will allow teacher candidates to collaborate with his/her supervising teacher using any combination of face-to-face and virtual learning following all district COVID-19 provisions.
2. The education agency, upon request by the teacher candidate or the Institution, will provide policies and procedures and other relevant materials to allow the teacher candidate to function appropriately within the education agencies.
3. The education agency, upon request by Thomas More University and the Education Professional Standards Board, will provide feedback regarding teacher candidates and the Teacher Education Program via (but not limited to) Employer Surveys, Graduate Surveys, and New Teacher Surveys.
4. Teacher candidates observing in the education agency shall follow the education agency's protocols for health and safety.
5. Teacher candidates shall not remove materials from any of the education agency's property without appropriate approval.

Entered into this day, the **22nd of July, 2020.**

Superintendent



Department Chair
Thomas More University



THOMAS MORE
UNIVERSITY

Memorandum of Understanding

Programs and Services Available to School Systems

This agreement is entered into by the **Thomas More University** Education Department, Crestview Hills, KY and **Twenhofel Middle School**.

This memorandum describes the programs and services available to the below noted education agency through the Education Department at Thomas More University. These programs and services are available at no cost to the education agencies in the indicated service area of the University and are available upon request.

The Following Services are available to the **Twenhofel Middle School**:

1. Practicum Supervision:

Undergraduate Teacher Education Program: The practicum experience component at Undergraduate Teacher Education Program: The practicum experience component at Thomas More University involves at least two 30-75 hour placements in classrooms depending on teacher certification levels. The Director of Field Placements and the course instructors shall collaborate carefully with school personnel to assign cooperating teachers with teacher candidates.

In addition, the practicum students' junior course work will be established onsite at **Twenhofel Middle School**. Fall semester courses EDU 301A and 303A, and spring semester courses EDU 302A and 304A will be embedded at the school. The courses run Monday and Wednesday from 9-10:50 a.m. Twenhofel faculty and staff and TMU's Education Department will work to identify additional opportunities to locate teacher education coursework at the school and in the community. Additionally, both entities will be involved in planning and teaching lessons within those courses to ensure that theory and practice are linked, to maintain coherence across TMU's practicum and academic teacher preparation, and share accountability for candidate outcomes (CAEP Standard 2, InTASC Standards, Danielson Framework, and High-Leverage Practices). Yealey and the TMU Education Department will work to identify research opportunities that seek to improve teaching and student learning at all levels.

2. Clinical Field Experience/Student Teaching Supervision:

Undergraduate Teacher Education Program: The clinical field experience component at Thomas More University involves a 15-week field experience (70 days) for all teacher candidates. Elementary and Middle School teacher candidates require one 8-week placement and one 7-week placement in two different schools in different grade levels.

Under 16 KAR 5:040 cooperating teachers will complete co-teaching training at an Institution of Higher Education in order to supervise a student teaching candidate.

Cooperating teachers are also asked to attend the Thomas More University Student Teaching Orientation meeting held in the spring or fall prior to the supervision of the teacher candidate.

3. **Joint Professional Growth Opportunities:** Thomas More University faculty will offer joint professional growth opportunities and school-based research opportunities between the education agency and university faculty that contribute to the profession.

Additional Provisions:

Thomas More University teacher candidates are required to obtain the following prior to entering the field for practicum placements:

- Criminal History Record by the Administrative Office of the Courts (KY)*
- VIRTUS background check via Selection.com: All teacher candidates are required to complete VIRTUS training in Education 101 and maintain an “active status” throughout the entire education program. VIRTUS Training is a requirement of the Diocese of Covington and indicates that our teacher candidates are trained in sexual abuse and sexual misconduct with minors.
- Physical Restraint and Seclusion Training: Thomas More University teacher candidates are required to participate in the Physical Restraint and Seclusion Training. Certificates of Completion are maintained in student files in the Education Department and available upon request.

Thomas More University teacher candidates are required to obtain the following prior to practicum field experience:

- Criminal Records Check, which includes: *
 - Criminal History Search
 - Sex Offender Registry Search
 - FBI Fingerprint Check
- TB Test
- Child Abuse or Neglect Check (CAN)/Central Registry Check Form

*Background checks on record at Thomas More University will be applicable to all education agencies that candidates visit during their course of study at Thomas More University. Thomas More University will provide copies of background checks to education agencies upon request.

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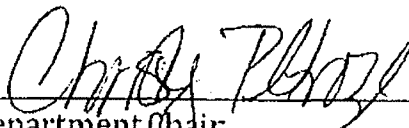
Thomas More University will keep all records and reports on teacher candidate experiences in accordance with policy and regulatory requirements.

Provisions Applicable to the Education Agency:

1. The education agency will allow teacher candidates to collaborate with his/her supervising teacher using any combination of face-to-face and virtual learning following all district COVID-19 provisions.
2. The education agency, upon request by the teacher candidate or the Institution, will provide policies and procedures and other relevant materials to allow the teacher candidate to function appropriately within the education agencies.
3. The education agency, upon request by Thomas More University and the Education Professional Standards Board, will provide feedback regarding teacher candidates and the Teacher Education Program via (but not limited to) Employer Surveys, Graduate Surveys, and New Teacher Surveys.
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5. Teacher candidates shall not remove materials from any of the education agency's property without appropriate approval.

Entered into this day, the **22nd of July, 2020**.

Superintendent



Department Chair
Thomas More University