



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

Issue Paper

Enc.

DATE:

08/16/2021

AGENDA ITEM (ACTION ITEM):

Consider/Approve the Memorandum of Understanding between River Ridge Elementary School and Northern Kentucky University for Practicum Students to perform clinical experiences in River Ridge Elementary classrooms.

APPLICABLE BOARD POLICY:

03.3 Student Teachers

HISTORY/BACKGROUND:

The Kenton County School District (KCS D) and Northern Kentucky University (NKU) have previously partnered in order for students of NKU to serve as practicum students within the KCS D classrooms at River Ridge Elementary School. Not only will the continued partnership grow the education profession, it will serve as a first-hand recruiting tool for administrators who have the opportunity to observe the potential of student teachers under their supervision for future hiring opportunities. This agreement shall remain in force and in effect until terminated by either party upon thirty days written notice to the other party.

FISCAL/BUDGETARY IMPACT:

\$0.00 – no fiscal or budgetary impact to the District

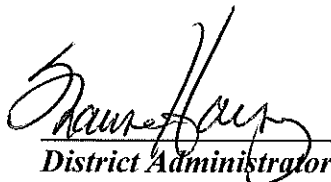
RECOMMENDATION:

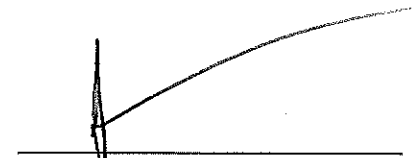
Approval to the Memorandum of Understanding between River Ridge Elementary School and Northern Kentucky University for Practicum Students to perform clinical experiences in River Ridge Elementary classrooms.

CONTACT PERSON:

Mary Beth Huss


Principal/Administrator


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.



College of Education
Nunn Drive
Highland Heights, Kentucky 41099
www.nku.edu
<http://coe.nku.edu>

To: Dr. Henry Webb, Superintendent, Kenton County Schools
Mrs. Mary Beth Huss, Assistant Superintendent of Teaching & Learning
Ms. Jena Smiddy, Principal, River Ridge Elementary
From: Dr. Tammie Sherry, Associate Professor of Literacy Education
RE: Partnership between River Ridge Elementary and NKU
Date: August 6, 2021

**Memorandum of Agreement
NKU Partnership with Kenton County Schools/River Ridge Elementary**

The Northern Kentucky University Department of Teacher Education desires to establish a partnership with River Ridge Elementary in the Kenton County School District. The partnership agreement will continue our embedded presence in the school. NKU teacher candidates will work in the classrooms to assist teachers/p-5 students and gain a more in depth look at effective practices and models of teaching and learning. Specifically, NKU courses EDU 302 (Teaching Reading), EDU 310 (Teaching Language Arts) and EDU 388 (Elementary Field Experience I) will meet on site at River Ridge Elementary and include time each day for students to work alongside teachers in the classroom. Our hope is that the consistent and more frequent presence working in classrooms provides a positive way to closely monitor teacher candidate progress through frequent feedback and evaluation between the university faculty and River Ridge faculty.

Additionally, I will work with the leadership team at River Ridge Elementary and Kenton County School district level personnel to provide literacy professional development, serve on literacy committees and in other capacities that are agreed upon by both parties. This will be negotiated as specific school and district needs arise that are in accordance with district curriculum directives.

A draft of our agreed responsibilities is included below and was generated through informal discussions with the faculty and principal of River Ridge Elementary, Jena Smiddy. This agreement shall remain in force and in effect until terminated by either party upon thirty days written notice to the other party.

Respectfully submitted for your consideration,

Dr. Tammie Sherry
Northern Kentucky University
College of Education
Associate Professor of Literacy Education & Teacher Preparation
Sherryt1@nku.edu
859-801-5219

Responsibilities of NKU:

- a) Ensure all NKU students have completed PBIS, Volunteer training, and any other trainings deemed necessary by the school district.
- b) Ensure CERT training is completed by university supervisor housed in the school. (T. Sherry)
- c) Establish a daily time that NKU students are in the classrooms in accordance with the school's master schedule.
- d) Provide readings and coursework related to the unique demographic context of River Ridge Elementary.
- e) University supervisor, Tammie Sherry, will aid in the literacy professional development needs of River Ridge Elementary (not to exceed two faculty meetings per semester and/or one three-hour session during a district PD day).
- f) University supervisor will maintain a consistent presence in the classrooms to support NKU students as well as River Ridge Elementary faculty and K-5 students.
- g) Provide opportunities during the field experience for NKU students to attend planning and work sessions with RtI and special education teachers.
- h) Encourage NKU students to become involved in a school community events to interact with families.

Responsibilities of School District (River Ridge Elementary):

- a) Secure a physical space in River Ridge Elementary for a minimum of 2 years (2020-21 and 2021-22 school years), fall and spring semesters.
- b) River Ridge Elementary administration/faculty agree to provide a classroom placement for EDU 302/310/388 students. The total number of students will typically range from 25-30.
- c) River Ridge Elementary administration will aid in the selection and recruitment of cooperating teachers deemed 'effective' by the district.
- d) River Ridge Elementary teachers will provide feedback regarding the elementary program with the university supervisor as members of the Elementary Program Advisory Committee.
- e) River Ridge Elementary administration/faculty will share expertise on special topics during course time (arranged individually).

Mutual Responsibilities:

- a) Data sharing on measurable impacts on K-5 learning.
- b) Collaborative research on school-university partnerships.

8.24.21

Matt Cecil Date
Provost & Executive Vice President of Academic Affairs, NKU

Ginni L. 8/17/21
Dr. Ginni Fair Date
Dean, NKU College of Education

Dr. Henry Webb Date
Superintendent, Kenton County Schools

Mary Beth Huss Date
Assistant Superintendent of Teaching & Learning, Kenton County Schools

Ms. Jena Smiddy
Principal, River Ridge Elementary

Eileen Shanahan 8/17/21
Dr. Eileen Shanahan Date
TPES Chair, College of Education, NKU

Tammie Sherry 8/17/21
Dr. Tammie Sherry Date
Associate Professor, Literacy Education, NKU

Northern Kentucky University

Contract Review Cover Sheet

Instructions

This form (2 sided) must be completed in its entirety. Incomplete forms will be returned unprocessed.

Date of Initiation: 08/18/2021

Individual Initiating Contract/Agreement: Tammie Sherry Phone #: 859-572-1925

Initiating Department: Teacher Preparation & Educational Studies

Contract Description/Purpose: NKU partnership with Kenton County Schools/River Ridge Elementary School

Effective Start Date: 08/23/2021 Effective End Date: _____ Auto Renewal Y/N: _____

Annual Contract Value: \$ _____ Value for entire period: \$ _____

Check applicable box: ☐ New contract drafted by NKU

☐ New contract drafted by other party

☐ Amendment of existing contract (identify where existing contract has been changed)

☒ Renewal of existing contract (attach prior contract, note any changes to terms)

☐ *Contract includes technology (equipment, software/hardware)

☐ **Contract includes NKU-making payment (PCard; Purchase Order)

Signature below indicates:

- Purchases that are \$40,000 or over require formal solicitation. I have notified Procurement Services at least 60 days prior to the start of work or purchase to confirm the purchase complies with the Kentucky Model Procurement Code KRS 45A;
- Agreement with the contract conditions and the intent to carry out the terms of the contract as they apply to Northern Kentucky University;
- The NKU responsible party and Vice President have no connection to, or financial interest in, the vendor/organization with which this contract is being made; and
- Belief that the proposed contract is necessary to achieve a legitimate business purpose.

Tammie Sherry
Signature Responsible NKU Party

8/24/21
Date

Northern Kentucky University

Contract Review Cover Sheet

Approvals

Ginni Coffey
Dean of College (If applicable)

8/24/2021

Date

Signature Chief Information Officer or Designated Authority
(*Required prior to Legal review if contract includes technology)

Date

Signature Director Procurement Services or Designated Authority
(**Required prior to Legal review if contract requires payment)

Date

Legal Comments (if any): _____

Elizabeth Meiszer

8/24/21

Signature General Counsel/Associate General Counsel

Date

Chad Ogle

8.24.21

Signature Division Vice President

Date

If the contract requires payment, this form must be approved by Procurement Services Director or Designated Authority.

Once the contract cover sheet is signed by all parties, it will be returned to the individual initiating the contract. That individual is responsible for retaining an original, fully executed contract.