

MEMORANDUM OF AGREEMENT
BETWEEN
HOPKINS COUNTY SCHOOLS
AND
EASTERN KENTUCKY UNIVERSITY

This agreement made at Richmond, Kentucky this 15TH day of July, 2024 between HOPKINS COUNTY SCHOOLS hereinafter called “County,” and Eastern Kentucky University, hereinafter called the “University.”

WITNESSETH:

1. The University and County, under the provision of KRS 161.042 and pursuant to State Board of Education regulations, is authorized to enter into cooperative agreements with universities/colleges for the purpose of providing professional laboratory experiences and student teacher experiences for the educational profession.
2. The County and the University accept the joint responsibility to train qualified teachers.
3. The County and the University agree that all arrangements in reference to this program shall be governed and consistent with policies of the County, as well as those of the University/College.
4. A “student teacher” is a student from Eastern Kentucky University, having met all eligibility requirements set by the Eastern Kentucky University College of Education and the Commonwealth of Kentucky for student teaching, who teaches in a school in Illinois under the supervision of a cooperating teacher (KRS 161.042).
5. A “cooperating teacher” means a teacher employed in a school who is contracting with a teacher education institution to supervise a student teacher for the purposes of fulfilling the student teaching requirement of the approved teacher preparation program (KRS 161.042).
6. As provided in KRS 161.042(3), the student teachers placed in County shall agree to abide by all policies, rules, and regulations of the University and County, which shall be provided to the student teacher. Failure to abide by this provision shall be grounds for removal from the program. It shall be the responsibility of the University to inform all prospective student teachers of this provision and secure agreement from the student teacher.
 - (a) It shall be the responsibility of the University to provide confidentiality training to all student teachers placed in County pursuant to this agreement.
 - (b) Pursuant to KRS 161.042(2), all student teachers shall be subject to state and national criminal records checks required of certified employees under the provisions of KRS 160.380. All student teachers shall make application for such criminal records checks at County and shall pay such fee as is required of certified hires.
 - (c) KRS 160.151 requires an application for a certified or classified position (including student teachers) to present to County the Central Registry Check (Form DPP-156) from the Cabinet for Health and Family Service (CFHS) stating the person is clear to hire and has no findings of substantiated child abuse or neglect.

7. County, through its staff, shall make assignments of student teachers subject to its limitations and in accordance with its philosophy of teacher education. Nothing in this agreement shall preclude County from exercising its right to remove from its classrooms, student teachers who, in the judgment of its staff, have an adverse influence on the welfare of pupils, detract from the total school program, or do not contribute to the advancement of the educational profession. The University assumes the responsibility for attempting to replace the student teacher in another school system if such is necessary or required and that this student teacher agreement is not to be construed as a third-party beneficiary contract for the benefit of any student teacher who may be an applicant for student teaching in the County.
8. The County shall submit to the University upon request a list of properly qualified and certified teachers from within the County under whose direct supervision the student will teach. In preparing the list, such criteria as academic and professional backgrounds, personal qualities and professional attitudes, relationships with pupils and colleagues, and the ability to successfully direct the learning process shall be used.
9. Cooperating teachers shall have the responsibility to provide student teachers placed under their supervision with appropriate experiences outlined in information provided to the cooperating teachers by Eastern Kentucky University.
10. Cooperating teachers will have met eligibility requirements as outlined in KRS 161.042.
11. The cooperating teacher shall have the responsibility to provide the student teacher placed under their supervision with proper experience and counsel in planning and presenting effective learning experiences for pupils. A written report to the University, concerning the progress and accomplishments of the student teacher shall be made by the cooperating teacher, along with a recommended grade. Final grade assignments are ultimately the responsibility of the University supervisor.
12. The University shall designate one (1) representative to serve as a liaison between it and the County. That person, as a representative of the University, shall have access to all County staff as necessary to properly facilitate communication and relationships between the County staff as designated by the Superintendent, cooperating teacher, and the student teacher.
13. For direct supervision of the student teacher (s) in a single 16 week placement, the cooperating teacher will receive a stipend of \$ 120.00 within the 16 week placement. In the case of dual placements, the cooperating teacher shall receive a stipend of \$ 60.00 within the 8-week placement from the University.
14. The University and County agree not to discriminate in recruitment or employment, development, advancement, and treatment of their employees based on age, color, creed, disability, national origin, race, sex, or veteran status.
15. No student shall be denied equal educational opportunities by the University because of his or her age, color, creed, disability, national origin, race, sex, or veteran status.

IT IS MUTUALLY AGREED by and between the parties that this agreement commences on the date of signature, and supersedes all previous contracts between the parties. This agreement will automatically renew at the end of each year unless either party gives the other written notice of termination at least 30 days prior to the end of the relevant term.

IN WITNESS WHEREOF, we the undersigned, duly authorized representatives of the parties to this agreement, have caused this Agreement to be executed as of the date first above written.

By: _____
Amy Smith, Superintendent, Hopkins County Schools

By: _____
(Dean, ECU College of Education & Applied Human Sciences)

By: _____
(Director, Professional Education Services)

Revised: April 2023