



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

# Issue Paper

**DATE:**

10/17/2024

**AGENDA ITEM (ACTION ITEM):**

**Consider/Approve the Memorandum of Agreement between Mount St. Joseph University (MSJ) and the Kenton County School District (KCS D) for students of their School of Education to perform student teacher and practicum experiences in KCS D schools going forward.**

**APPLICABLE BOARD POLICY:**

**01.11- General Powers and Duties of the Board**

**HISTORY/BACKGROUND:**

Kenton County School District has partnered with Mount St. Joseph University's School of Education as they require student teaching and practicum experiences for all future educators. The Kenton County School District would like to allow these college students to serve as within our district. Not only will a 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 the students while under their supervision.

**FISCAL/BUDGETARY IMPACT:**

**\$0 cost to the district**

**RECOMMENDATION:**


**Approval to the Memorandum of Agreement between Mount St. Joseph University (MSJ) and the Kenton County School District (KCS D) for students of their School of Education to perform student teacher and practicum experiences in KCS D schools going forward.**

**CONTACT PERSON:**

**Malina Owens**

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**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.*

AGREEMENT FOR  
CLINICAL STUDENT TEACHING/PRACTICUM EXPERIENCE

BETWEEN

SCHOOL OF EDUCATION  
MOUNT ST. JOSEPH UNIVERSITY

AND

Kenton County School District

This agreement made the 4<sup>th</sup> day of November 2024, between the School of Education of Mount St. Joseph University, Cincinnati, Ohio (hereinafter the "University") and Kenton County School District, (hereinafter the "Facility").

WHEREAS, the University has a curriculum leading to Ohio initial teaching licensure, and

WHEREAS, student teaching licensure and clinical experiences are a required and integral component of both the curriculum/program, and

WHEREAS, the University desires the assistance of the Facility in implementing the student teaching/practicum education component of its curriculum known as student teaching/practicum experience, and

WHEREAS, student teaching education and practicum experiences are defined as the "real life" learning experiences for the application of classroom knowledge and skills in/out of the classroom environment, and

WHEREAS, the Facility wishes to assist the University in developing and implementing the classroom education experience for the University's student teacher/practicum student,

NOW, THEREFORE, in consideration of the mutual agreements set for herein, the University and the Facility agree as follows:

I. Mutual Responsibilities of the University and the Facility

- A. The University and the Facility will establish objectives for clinical education and devise methods for implementing the objectives for classroom education.
- B. The University and the Facility will determine the number of students to be assigned to the Facility and the length of the education experiences to achieve the established educational objectives.
- C. In accordance with applicable law, the University and the Facility will not discriminate against any University student because of age, race, color, religion, sex, marital status, handicap status or national origin.

II. Responsibilities of the University

- A. The University will assume responsibility for developing and implementing the educational programs in teacher licensure program.
- B. The University will refer to the Facility only those students who are enrolled in the University's education curriculum and who have satisfactorily completed the academic prerequisites for the student teaching experience.

- C. The University will designate a person or persons to mentor/monitor the student teacher at the University and to act as a liaison for the University, the Facility, and the student(s).
- D. The University will be responsible for the determination of a student's final grade for completion of the student teaching experiences. Feedback from the University evaluation form (DICE Form) will be used in making this determination.
- E. The University will notify the Facility of its planned schedule of student assignments, including the dates, times, name(s) of the student(s) and the level of academic and preclinical preparation of each student.
- F. Upon execution of this contract, the University will provide the Facility with educational objectives and evaluations forms for each education assignment.
- G. In return for services, the district shall receive payment that they, in turn, will pay to the mentor as per their particular policy. The Ohio Ethics Commission does not permit a university to pay a mentor directly. Upon successful completion of the placement and the receipt of all evaluation paperwork, the district will receive a \$550 stipend for 12-15 week student teaching and \$150 stipend per 50-hour practicum student (beyond 50 hours is a pro-rated amount).
- H. The University will maintain communication with the Facility on matters pertinent to teacher preparation education. Such communication may include, but not be limited to, on-site visits to the Facility, video trainings, meetings, and the provision of educational materials relevant to the education program.
- I. The University will advise students assigned to the Facility of their responsibility for complying with existing rules and regulations of the Facility, but also policies and procedures of the Facility, including, but not limited to, complying with any background check requirements of the Facility.
- J. The University reserves the right to terminate a student teaching education assignment at the University's discretion, if it is in the best interest of the Student, University or Facility. Facility may request that a student be removed for cause which includes, but is not limited to, disruptive behavior or violation of the Facility's policies and procedures or the terms of this MOU.
- K. University shall carry general liability and auto liability insurance covering any University employees and student teachers assigned to the Facility. Said insurance shall be on a primary and non-contributory basis with minimum limits of \$1 million per occurrence and \$2m million in aggregate. University will provide to Facility proof of such coverage upon execution of this MOU.
- L. University agrees to indemnify and hold harmless the Board of Education of the Facility, its members, officers, employees, agents and assigns from any and all liability or damages or claim of any kind whatsoever, including the Board's costs of defense and reasonable attorney fees, whether under any theory of liability including but not limited to tort, contract or strict liability, arising out of this MOU.

## Student Teaching Experiences

### Undergraduate Programs

Primary only	
Preschool, Kindergarten or Primary (Grades P-5)	5 days/wk for 15 week term
Middle Childhood	
Grades 4-9 (two concentrations <u>only</u> )	5 days/wk for 15 week term or 2 – 7-8 week terms -5 days/wk for 15 week total
Adolescent/Young Adult – Grades 7-12	
English/Communications, Math, Science, Social Studies	5 days/wk for 12 week term
Multi-age K-12	
Art	
Music	2 – 7-8 week terms -5 days/wk for 15 week total
Special Education only	
Mild/Moderate (K-12)	5 days/wk for 15 week term
Dual Licensure	
Primary (P-5) and Special Education (K-12 Mild/Moderate)	Special Education 3 days/wk for 12 wks Primary 5 days/wk for 12 wks

### Graduate Programs (all programs 5 days/week)

Primary Education (PK-5th grade)	15 week student teaching
Special Education (Mild to Moderate)	15 week student teaching
Middle Childhood Grades 4-9 (two concentrations <u>only</u> )	15 week student teaching
Adolescent/Young Adult Grades 7-12	
English/Language Arts, Math, Science, Social Studies	12 week student teaching
Multi-age K-12	
Art	
Music	2 – 7-8 week terms for 15 week total

## Practicum Experiences

Most practicum experiences are 50 hours in length, with the following exceptions:

- AYA 334 (Secondary/High School subject) – 70 hours
- AYA 533 - Graduate (Secondary/High School subject) – 120 hours
- EDU 333 (Music or Art) – 100 hours, usually 2 placements K-6 & 7-12
- MCE 333 (Middle School - 2 core content areas) – 100 hours

### III. Responsibilities of the Facility

- A. The Facility will have ultimate responsibility for educational experience at the Facility and will comply with any state, federal governmental or administrative laws, rules, regulations and statutes governing the practice of teacher licensure.
- B. The Facility will provide qualified staff, properly-licensed teachers, and classroom facilities to meet the education objectives as agreed upon by the Facility and the University.
- C. The Facility will provide each assigned student with a planned, supervised program of age appropriate education in accordance with the education objectives.
- D. The Facility, in accordance with Ohio law, and as per Ohio House Bill 33, which took effect in October 2023, will certify that by placing this student in your district, and when applicable, the candidate has been assigned to a mentor who has been properly trained in the science of reading and is using instructional strategies aligned to the science of reading [Sec. 3333.048 (A)(4)]. For placements outside of Ohio, to the extent possible, in the cases of primary and English language arts placements, the district agrees to place students with teachers who have received training in the science of reading and in schools where science of reading materials are being used.

### IV. Responsibilities of the Student Teacher

- A. The education students are not employees of the Facility, but rather student interns. Therefore, they are not eligible to fill the role of a substitute teacher at any time in any circumstance.
- B. During the student teaching experience:
  - 1. The student is required to comply with all applicable policies, procedures and rules of the Facility, the University, and the Code of Ethics of the Ohio Department of Education, and of any other state in which the placement takes place.
  - 2. The student is responsible for demonstrating professional behavior including, but not limited to, protecting the confidentiality of teacher/student information appropriate to the environment of the Facility and maintaining acceptable standards of care.
  - 3. The student is responsible for making appropriate arrangements for transportation to and from the Facility, and assuming any travel or living expenses incurred in relation to clinical education.
  - 4. The student is responsible for completing reflection logs based on his or her clinical education evaluation using forms provided by the University.
  - 5. The University makes the ultimate determination if the assignment will be terminated based on information obtained from the students' teacher supervisor/mentor teacher and the Facility Approved Clinical Instructor/Clinical Instructor.
  - 6. The student will always reference and use Kentucky standards when writing lesson plans and teaching in a Kentucky school, and must use those for every lesson. An added requirement for the student is that they must also reference matching state of Ohio learning standards for every lesson that it observed by mentor, supervisor, or for an edTPA entry since the program of completion is from an Ohio university and the student seeks an Ohio teaching license.

V. Term

This Agreement shall become effective according to the previously stated agreement date and will be ongoing unless either party requests to terminate within seven days. The student will follow the district schedule and will be required to make up any days missed for illness or for any other school/district closure.

VI. Notice, This Agreement supersedes any prior written or verbal understandings between the parties and any written communication or notice pursuant to this Agreement shall be made to the following representatives of the respective parties at the following addresses:

For the University:

Harrison Collier  
Assistant Dean of Educator Preparation  
School of Education  
Mount St. Joseph University  
5701 Delhi Road  
Cincinnati, OH 45233-1672

For the Placement Facility:

Name Kenton County School District  
Title Assistant Superintendent - Malina Owens  
Address 1055 Eaton Dr.  
Ft. Wright, Ky 41017

Signatures:

THE PLACEMENT FACILITY

Kenton County School District  
District & School

\_\_\_\_\_  
District or Building Principal (Date)

MOUNT ST. JOSEPH UNIVERSITY  
SCHOOL OF EDUCATION

Cara L. Dubay 10/14/2024  
Cara Dubay (Date)  
Clinical Placement Coordinator

Harrison Collier, Jr.  
10/15/2024

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Harrison Collier (Date)  
Assistant Dean of Educator Preparation