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## South Washington County Schools

Keith Jacobus, Ph.D., Superintendent

**District Service Center**

7362 E. Point Douglas Rd. S.

Cottage Grove, MN 55016

Phone: 651-425-6300 Fax: 651-425-6318

### **ADMINISTRATIVE REPORT**

TO: Members of the School Board  
Dr. Keith Jacobus, Superintendent

FROM: Dr. Kevin Witherspoon, Director of Human Resources

DATE: 02/13/20

TOPIC/PURPOSE OF REPORT: Student Teacher Placement Agreement/ Clinical Placement  
Affiliation Agreement

RECOMMENDED BOARD ACTION: Approval

DATE FOR BOARD ACTION: 02/20/20

### **REPORT**

Valley City State University and South Washington County Schools, ISD #833, would like to begin a student teacher/ fieldwork training affiliation partnership that provides student teaching and fieldwork placements in various classrooms throughout ISD 833.

Valley City State University is requesting that this collaborative relationship continues from year to year until such time either party notifies the other of a desire to review the terms of this agreement, commencing on February 20, 2020.

The administration recommends approval of this agreement.



**VALLEY CITY**  
**STATE UNIVERSITY**

The following is an agreement of cooperation between Valley City State University and South Washington County Schools to provide locations for student teachers that are completing their professional education program at Valley City State University.

The agreement requests the following conditions; Student teachers will work toward assuming responsibilities of regular teachers and to comply with policies of the school system. The university supervisor of student teachers will be granted permission to visit the school and rooms while the student teacher is teaching and to consult with the cooperating teacher. At the discretion of the cooperating teacher, the student teacher will be expected gradually to increase the number of classes taught until he/she assumes the typical load of a full-time teacher. Procedures, including the assignment of student teachers and approval of cooperating teachers will be worked out cooperatively between the superintendent of the school, or the school's authorized representative, and the Office of Field Experiences of Valley City State University.

Valley City State University agrees to pay a stipend of \$240.00 for a full time (12 weeks) or \$120.00 for a half time (6 weeks) assignment. Payments will be made directly to the cooperating teacher unless other arrangements are made.

This agreement is to continue from year to year until such time either party notifies the other of a desire to review the terms of this agreement.

Dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**Valley City State University**  
**Office of Field Experiences**  
**101 College Street SW**  
**Valley City, North Dakota 58072**

South Washington County Schools  
7362 East Point Douglas Rd. S.  
Cottage Grove, MN 55016

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**Director of Teacher Education**

\_\_\_\_\_  
**Superintendent/Administrator signature**

\_\_\_\_\_  
**Director of Field Experiences**

\_\_\_\_\_  
**Superintendent/Administrator**  
**– please print**

*(Please complete and return this agreement to Valley City State University)*