



College of Education, Health and Human Services

Field Experience & Student Teaching Agreement

This agreement is entered into by the

School/District:

Norton City Schools

City:

Norton

County

Ohio, Summit

Whereas, the College desires to place teacher candidates in the classrooms of said School for the purpose of participating in field-based teacher education experiences including student teaching as required by, but not necessarily limited to, the Standards for Colleges or Universities Preparing Teachers as promulgated by the State Board of Education.

Whereas, the School desires to cooperate with the College in facilitating field-based experiences including student teaching for teacher education candidates and approves the utilization of its schools for such purposes by the College. Placement of such teacher candidates in the classrooms of said School shall be under the direction and control of the School Director/Administrator. The relationship between the College and the School is outlined herein as well as in the appropriate version of the Student Teaching handbook, accessible on our website (www.kent.edu/ehhs/voss/forms).

Now therefore, the parties agree to the following terms:

1. Roles and Responsibilities

- **School Director/Administrator** As the educational leader in a school, the designated "School" Director/Administrator sets the overall tone and climate of the school. Specifically, it is recommended that the "School" Director/Administrator aid in identifying exemplary classroom teachers. The "School" Director/Administrator's leadership will determine the quality and support of the field experiences provided by the classroom teacher.
- **School Classroom Teacher** The complex role of the classroom teacher varies according to the field experience. Observational field experiences may require little extra preparation or interaction. Participatory field experiences will require more preparation and guidance. Working with a teacher candidate will require a commitment of time and energy. School Classroom Teachers will take on a mentoring role and the responsibility of daily supervision of the Teacher Education Candidate. In all cases, School Classroom Teachers can serve best by being a model and a guide. It is expected that the teacher be willing to accept the responsibilities required of the experience, and carry them out in a professional manner.
- **Teacher Education Candidate** Teacher Education Candidates are both guests and interns in a school at the request of the College of Education, Health, and Human Services. The School has jurisdiction over the Teacher Education Candidates in their roles as observers, practical participants or in the case of student teaching, as quasi staff members insofar as school policy and classroom instructional expectations are concerned. Failure of the Teacher Education Candidate to comply will subject them to reprimand or removal from the experience.
- **University Supervisor** The overriding responsibility of the university supervisor is to implement the College of Education, Health, and Human Services teacher education programs. Specific expectations should be carried out by the appropriate departments and program areas. The task of the University Supervisor is threefold: (1) to provide clear goals and objectives to the classroom teacher, (2) to supervise the teacher candidates as these goals and objectives are implemented, and (3) to evaluate the experience with the Teacher Education Candidate and when appropriate with the School Classroom Teacher. The University Supervisor will provide school personnel and Teacher Education Candidates with appropriate handouts, guidelines, calendars, and evaluation forms for the various field components

2. Compensation For mentoring student teachers, the College will provide the School with a stipend payment, based on the number of student teaching placements and weeks requested. The stipend amount will be determined on an annual basis. The School has the prerogative to determine the number of placements of student teacher candidates it will accept.

3. Provisions for Coordinating Ongoing Activities and Solving Problems

- The College, through its Vacca Office of Student Services, is responsible for coordinating student teaching and field experiences. The staff of the Vacca Office of Student Services contact and communicate regularly with identified school personnel for placement requests and works closely with faculty, students, and schools to provide for available placements.
- The jurisdiction of the School and the College over Teacher Education Candidates ought to be complementary. Both institutions contribute to the resolution of any major problem through mutual agreement or compromise. Problems and concerns may be brought to the attention of the Director of Field/Clinical Experiences in the Vacca Office of Student Services. Vacca Office staff will assist in the resolution of problems that may arise among any of the participants (director/principal, teacher, supervisor, or university teacher candidate) in any field experience. A due process procedure is outlined in the appropriate version of the handbook, "Collaboration in Teacher Education", which can be found at <https://www.kent.edu/ehhs/voss/forms>. While it is more appropriate for student teaching, it may also be applicable for sustained practicum experiences that occur before traditional student teaching.

4. Means for Revisions to Meet Changing Needs and Conditions The Vacca Office of Student Services is also responsible for coordinating revisions with the College of Education, Health, and Human Services departments/faculty that are necessary to meet changing needs and conditions. Office staff work closely with program faculty to comply with state standards. School personnel, university supervisors, and teacher candidates are given the opportunity to make suggestions for needed revisions by contacting the Director of Clinical/Field Experiences in the Vacca Office of Student Services. Formal proposals will be taken to the appropriate College committees for action.

5. Term and Termination Unless sooner cancelled as provided therein by written request, the term of this agreement shall continue until such time as it

is terminated as provided herein, commencing on the date of the signature last to sign. This agreement may be terminated without cause at any time by either party not less than thirty (30) days written notice. In the event this Agreement is cancelled during the active placement, the student assigned to such placement may be permitted to continue until the end of the current term.

6. Compliance with law Each party covenants and agrees to obey all applicable federal, state and local laws, rules, regulations, and ordinances applicable to this Agreement. The School shall verify that all classroom mentor teachers have the appropriate licenses/permits and have completed all trainings/professional development which may be required by applicable state law, administrative rule, or policy to serve as a classroom mentor teacher. This includes, but is not limited to, verification that any classroom mentor teacher who is assigned a student teacher/intern responsible for teaching reading has training in literacy instruction strategies aligned to the science of reading ("SOR"), uses instructional materials aligned to SOR, and actively implements a structured literacy approach. The University shall verify that its students meet the requirements for placement as may be required by Ohio law, administrative rules, or policy.

7. General Terms

- It should be understood that this document is a 'general form' used to initiate a formal agreement with our partnering school districts and institutions for the general purpose of placing Kent State University students in an off-campus setting. If a particular program or institution requires further consideration of physical conditions, classroom resources, environmental conditions, accessibility, applicable personnel needs, or other relevant considerations, either party may submit a detailed addendum for consideration by both parties. It is also understood that any such addendums will only be enacted after having sufficient time to review all terms and conditions presented in the addendum, and only with the full and formal consent of both parties.
- Equal Opportunity: It is mutually agreed that neither party shall discriminate on the basis of race, color, religion, gender, disability, genetic information, nationality, nor ethnic origin, age, sex, nor creed, nor sexual orientation or gender identity under Title IX. And additionally for any protected military or veteran status.
- Nothing herein shall be construed to create an agency relationship between the College and School, or any employment relationship between College and any staff member provided by School to perform the services under this Agreement. Neither party will not represent to be or hold itself out as an agent of the other at any time during the term of this Agreement.
- To the extent permitted by Ohio law, each party agrees only to be liable for the acts and omissions of its own officers and employees engaged in the scope of their employment arising under this Agreement, as may be determined by a court of competent jurisdiction, and each party hereby agrees only to be responsible for certain claims with respect to that party's actions in connection with this Agreement. It is specifically agreed that neither party shall indemnify the other party and each party agrees to be responsible for its own defense. The parties agree that nothing in this Agreement shall be construed as a waiver of the limitations to liability provided to either party by law, and each party shall maintain all applicable defenses and protections available at law.
- The student teacher candidate may be required to certify that while working on state property, the student will not purchase, transfer, use or possess illegal drugs or alcohol or abuse prescription drugs in any way pursuant to Section 123:1-76-12 of the Ohio Administrative Code.
- The University certifies that the acceptance of this contract will not violate the provisions of the Ethics law pursuant to Section 102.03 of the Ohio Revised Code.

This Agreement is the entire understanding of the parties on its subject matter and supersedes all prior oral and written agreements with respect thereto. It may be amended only by a writing signed by both parties specifically stating the intent to amend this Agreement. This Agreement shall be interpreted according to the laws of the state of Ohio. Any actions, suits, or claims that may arise pursuant to this Agreement shall be brought in a court of competent jurisdiction in the state of Ohio. By signature below, School accepts the conditions of this Agreement and authorizes the placement of Teacher Education Candidates for field-based experiences. It is understood and agreed that all terms and conditions attached herein form a part of the Field Experience and Student Teaching Agreement by and between the School and the College shall remain in full force and effect during the term of the Agreement.

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School

Admin/DirectorName *

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...3431313530

Bryan Farson

Signature

09/26/2024, 11:10 AM

Date

College *

Dean *

*

Signature

Date

Vacca Office of Student Services
PO Box 5190, 304 White Hall
Kent State University, Kent, OH 44242

INDEX of Student Teaching Experiences (as they apply*)

Undergraduate Programs

Early Childhood	
Preschool	15 week term
Kindergarten or Primary (Grades K-5)	15 week term
Middle Childhood	
Grades 4-9 (two concentrations only)	16 week term
Adolescent/Young Adult	
English/Communications, Math, Science, Social Studies	96 hr. fall semester practicum + 13 week student teaching (Spring semester only)
Multi-age K-12	
Art	2 - 8 week terms
Health & Physical Education	6- 5 week terms
Physical Education	2- 8 weeks terms
Modern and Classical Languages, Music, Tech Ed, Health Ed, CTTE	12-16 week term
Special Education	16 week term
Mild-Moderate/Moderate-Intensive Dual License	16 week total (8 week each)
Deaf Education	16 week term
Ed Interpreter	16 week term

Graduate Programs

Master of Arts in Teaching Program (Secondary)	100 hr. fall semester practicum + 13 week student teaching (Spring semester only)
(Variety of Content Areas)	
Master of Arts (Early Childhood prek-5)	15 week term
Speech Language Pathology	6 week field practicum +10 week full-time practicum

Early Field Experiences

The type of field experience varies with each course and involves either directed observation or participation.

- Directed Observation: Involves a predetermined set of requirements including a set number of hours as established by the university instructor and/or program area.
- Participation: Involvement with P-12 students varying from individualized tutoring, to small group instruction, to team teaching, to whole class instruction/management, for a set number of hours as established by the university instructor and/or program area.