

An Agreement Between

Wapakoneta City Schools
and

OHIO NORTHERN UNIVERSITY
CENTER FOR TEACHER EDUCATION
2021-22 2022-23 2023-24

This written agreement identifies the relationships between the above-named parties for the purpose of providing teacher education candidates with field-based/student teaching experiences to meet the requirements of the university program as approved by the Ohio Department of Education.

Definition of Terms

- A. **Field Experience Student:** A student enrolled in a course in the teacher education program which includes a pre-student teaching field experience component with objectives and activities to be completed in a non-university setting.
- B. **Student Teacher:** A student who has met all requirements and is enrolled in a student teaching course.
- C. **Field Experience:** An experience which takes place in a non-university setting and is comprised of objectives and activities. Requirements for successfully completing the experience will be identified.
- D. **Mentor Teacher:** A teacher who holds the appropriate certificate for the teaching field and has a minimum of three years of successful classroom teaching experience, including one year in the field being provided as a service. A teacher with less than three years of experience may be used with pre-student teaching field experiences if mutually agreed upon.
- E. **University Supervisor:** A faculty member of Ohio Northern University assigned to observe/evaluate the performance of teacher education students in either field experience or student teaching.
- F. **Director of Teacher Education:** The University liaison responsible for the coordination of field experience and student teaching.
- G. **Designated School District Official:** The person designated by the school district to coordinate and place teacher education students in the field experience and student teaching setting.
- H. **Mentor Teacher Orientation:** A session conducted by a University Supervisor to identify the objectives, activities, roles, and responsibilities for a specific field-based experience.

Roles and Responsibilities

This agreement will be cooperatively administered through the Director of Teacher Education and the Designated School District Official. In addition to the following rules and responsibilities, specific procedures, roles, and responsibilities will be included in the Teacher Education and Student Teaching Handbooks.

A. Ohio Northern University will:

- 1) Endeavor to send Field Experience Students and Student Teachers who are qualified for the prescribed experience and who have an up-to-date BCI & FBI background check on file in the Center for Teacher Education office.
- 2) Define the objectives and activities required for successful completion of the experience.
- 3) Remunerate the school district the sum equivalent to \$100.00 per student teacher for the rendering of services, including supervising the experience, and completing the appropriate evaluation forms.
- 4) Provide consultant services to the school district and teacher candidate as mutually agreed upon.

B. The School District will:

- 1) Provide the school setting needed to enable the Field Experience Student or Student Teacher to achieve the course objectives and activities.
- 2) Provide a qualified Supervising Teacher.
- 3) Provide a substitute teacher during the absence of the regular Supervising Teacher. **Field Experience students are not to permitted to be left alone with students.*

The Mentor Teacher will:

- 1) Provide the opportunity for the Field Experience Student or Student Teacher to achieve the course objectives and activities.
- 2) Assist with oral and written evaluations of the Field Experience Student or Student Teacher with designated instruments and procedures.
- 3) Confer with the University Supervisor.
- 4) Confer regularly with the Field Experience Student or Student Teacher to discuss observations, performance and evaluations, and to plan appropriate activities.
- 5) Participate in continuous assessments of the objectives, activities, and services.

D. Ohio Northern University Supervisor(s) will:

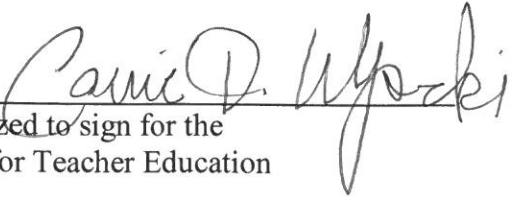
- 1) Confer regularly with the Mentor Teacher to assess the progress of the Field Experience Student or Student Teacher.
- 2) Assist in the evaluation of the Field Experience Student or Student Teacher through observation and conference with the student.

E. The Field Experience Student or Student Teacher will:

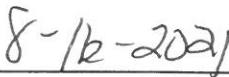
- 1) Achieve the objectives and successfully complete the required activities of the Field Experience Student or Student Teacher.
- 2) Abide by the rules and regulations governing the professional conduct of teachers in the school district in which he/she is participating.
- 3) Confer regularly with the Supervising Teacher and/or University Supervisor in the experience.

- 4) Be in attendance in the assigned school at the designated times unless ill or otherwise officially excused. Decisions by the Field Experience Student or Student Teacher not to travel because of unsafe road conditions will be honored as an excused absence. In the event of a work stoppage or strike within the school district, attendance is required on campus or alternate site as designated by the University.

I hereby agree to the terms listed in the above document.


Authorized to sign for the
Center for Teacher Education

Authorized to sign for:
Wapakoneta City Schools



Date

Date

PLEASE SIGN AND RETURN THIS ORIGINAL CONTRACT.
Please keep a copy for your records.