



FIELD EXPERIENCE AND STUDENT TEACHING AGREEMENT

This is an Agreement between the **Galion City Schools, 470 Portland Way N, Galion, OH 44833-1118**, (herein referred to as the "School System"), and Mount Vernon Nazarene University, (herein referred to as the "University"), to provide **field** and **student teaching** experiences in the schools of the above named School System.

The University shall be represented by the Dean of the Jetter School of Professional Studies or his/her designee. The representative of the School System shall be the superintendent or his/her designee.

School System Agrees:

The School System shall provide **field** and **student teaching** experiences for the number of candidates from the University agreed to by both parties each semester or year. The **field** experiences may include observation, tutoring, serving as classroom aides, and related experiences. The **student teaching** experiences may include planning and teaching lessons, tutoring individuals and small groups, serving as classroom aides, and related experiences. The administration of programs involving student teaching experiences shall be carried out by the Associate Dean for Education Programs or his/her designee for the University.

Much responsibility for guiding the University candidate through **field** and **student teaching** experiences rests with the mentor or mentor teacher. Accordingly, the work of the mentor classroom teacher is vital to the success of these experiences. Mentor teachers should be chosen with care and they should be given all possible support and assistance in their work with university candidates by both the School System and by the University.

Mentor teachers shall be nominated by the designated School System official and accepted by the designated University official. All teachers nominated shall have given their consent for nomination. To qualify as a **field** experience mentor teacher, the teacher shall:

- Hold the appropriate provisional or professional certificate or a professional license, and
- Be recommended by his/her building principal as being a teacher who has command of the subject and is likely to communicate well with a future teacher.

To serve as a mentor teacher for **student teaching**, the teacher must meet all of the above qualifications, plus have an earned Master's degree in either education or a content area AND have a minimum of three years' classroom experience. While this is preferred for **field** mentor teachers as well, it is not required.

Mentor teachers will be expected to evaluate the experience in writing on the basis of guidelines supplied by the University and approved by the School System.

The University Agrees:

Let it be acknowledged that:

Field candidates will be available to assist mentor teachers in routine duties related to teaching. These duties include limited supervised teaching, helping grade papers, taking attendance, observation, tutoring, serving as classroom aides, keeping records, assisting in playground and lunchroom supervision, and giving instructional help to students who are in need of such assistance. **Field candidates** shall not serve as substitute teachers when the classroom teachers are absent unless the field candidate holds a valid State of Ohio Substitute Teaching License.

Student teachers will be available to assist mentor teachers in routine duties related to instruction. These duties include, but are not limited to, teaching under the supervision of the mentor teacher, planning lessons, serving as classroom aides, grading papers, keeping records, playground and lunchroom supervision, providing tutorial instruction for students and small groups who need special help, and assisting in other co-teaching responsibilities. **Student teachers** shall not serve as substitute teachers when the classroom teachers are absent unless the student teacher holds a valid State of Ohio Substitute Teaching License.

All field candidates and student teachers will have current BCII/FBI Background Checks. Additionally, all field candidates and student teachers will have met the requirements of the MVNU Teacher Education Program prior to placement.

Guidelines for mentor teachers are available and will be supplied to mentor teachers. The University, each year, will provide one or more workshops for mentor teachers to better coordinate the School System/University effort to make this experience beneficial for all individuals involved from both the University and the School System. Any mentor teachers unable to attend the workshop will meet individually with the University designated official to discuss the experience.

The University will provide Galion City Schools, with either a stipend or a voucher based on the School System's policy.

Undergrad or Graduate Field Mentors

- \$30/\$35/\$50 Stipend (amount of stipend based on criteria in syllabus provided to mentors)
- \$100 Voucher

Vouchers are to be used towards any MVNU Class or Workshop only.
Vouchers will expire 3 years after the date listed on the voucher.

Student Teaching Mentors

- 5 to 7 weeks: \$125 Stipend or \$200 Voucher
- 10 weeks: \$150 Stipend or \$200 Voucher
- 12 to 14 weeks: \$250 Stipend or \$300 Voucher

Vouchers are to be used towards any MVNU Class or Workshop only.
Vouchers have 3 years to be used from the date recorded.

The stipends and vouchers shall be awarded at the conclusion of the **field** and/or **student teaching** experience when all completed forms required by the University have been submitted.

Payment to be made in the form of <input checked="checked" type="checkbox"/> Stipend or <input type="checkbox"/> Voucher (Please select one)
Compensation sent to: <u>Charlene Parkinson, Treasurer</u>
Attention (name)
<u>Galion City Schools</u>
School District
<u>470 Portland Way N.</u>
Address
<u>Galion OH 44833</u>
City, State, Zip

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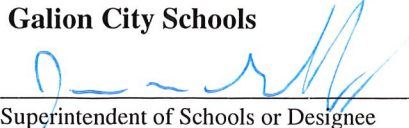
The Parties Mutually Agree:

This Agreement is subject to annual review, which shall be concluded by May 15 of each year by both the mentor School System and University. If neither party notified the other in writing of a desire not to renew this Agreement prior to the May 15 deadline, this Agreement will automatically be extended for the following school year.

This Agreement shall not be assigned by either Party without the express consent of the other Party.

FOR THE SCHOOL SYSTEM:

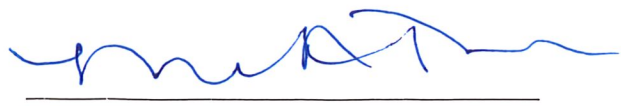
Galion City Schools



Superintendent of Schools or Designee
Name of School System

DATE: 4/17/12

FOR THE UNIVERSITY



Dean of the Jetter School of Professional Studies
or Designee

DATE: 4-12-18