



## Memorandum of Understanding

### Agreement for Cooperation for Clinical Experiences of Teacher Candidates

This contract made and entered into by and between Lewis-Clark State College (LCSC) and Kimberly School District #414 (KSD).

WITNESSETH: LCSC and KSD hereby agree jointly:

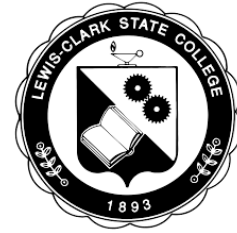
1. To collaborate in a clinical experiences program in KSD subject to provisions given below;
  - a. To select cooperating teachers for the training of clinical interns (interns) and teacher education candidates in other clinical experiences (candidates) as mutually agreed by the official representative of KSD and the official representative of LCSC;
  - b. To assign interns and candidates on the basis of mutual agreement by the official representative of KSD and the official representative of LCSC;
  - c. That KSD reserves the right to determine the number of interns and candidates selected for training in the school district during any term;
  - d. That KSD will make available to interns the activities in which any teacher might be expected to participate as a teacher in a school and community; namely, classroom teaching, extra class activities, pupil guidance and counseling, administrative relationships, intra-school faculty activities, community relationships, and professional self-growth activities;
  - e. That cooperating teachers will perform such services for the clinical experiences program as are mutually deemed necessary by the official representatives of KSD and the official representative of LCSC;
  - f. That LCSC may video-record LCSC interns while they are teaching in classrooms as an instructional tool for the college. The camera will track the intern only and the following guidelines shall apply;
    - i) The recording is not for commercial purposes and will be used for internal instructional purposes only.
    - ii) Recording is limited to public spaces such as general classrooms.
    - iii) Individual students in the classroom will not be identified or be a focal point of the footage. The camera will track the intern.
    - iv) In the absence of a district or school provided video permission protocol, parents will be notified by KSD when recording is planned and educated on the use of the video via a form provided by LCSC.
    - v) In the absence of a district or school provided video permission approach, LCSC will provide KSD a form for parents of students to sign before recording. The form will explain how the video will be used, the purpose of the video and who has access to the video. The form will employ an “opt out” option that the parent can sign, indicating they do not want their child to be included in the video.
  - g. That LCSC will provide each intern’s cooperating teacher with an honorarium of \$100 for each sixteen-week assignment.

- h. That LCSC will provide each intern's on-site mentor with an honorarium of \$400 for each sixteen-week assignment.
  - i. That LCSC will submit payment for the cooperating teacher and on-site mentor directly to them.
  - j. That LCSC will assign a college faculty member to serve as supervisor of interns in the district; such persons will be responsible for coordinating services of the college including the orienting and advising of cooperating teachers and on-site mentors regarding the clinical internship program and the supervision of interns;
  - k. That interns follow the school calendar of KSD for student teaching;
  - l. That evaluation of the intern performance for purpose of the college grade and the institutional record shall be made by LCSC; furthermore, that the cooperating teacher and on-site mentor shall provide LCSC with an evaluation of the performance of the interns;
  - m. That interns and candidates are expected to comply with all rules and regulations of the school district while serving in the district, including Confidentiality of Student Records and Information.
  - n. That the intern provide professional liability insurance coverage with limits of coverage that satisfy the District's requirements unless the internship is with an Idaho district where pursuant to Idaho Code 1201, students serving in a practicum, internship, student teaching or counselor trainee position in the state of Idaho and under the supervision of a person certificated pursuant to Idaho Code 33-1201, shall be accorded the same liability insurance coverage by the school district being served.
  - o. The College's liability coverage is provided through a self-funded liability program administered by the State of Idaho Risk Management Program. Limits of liability are \$500,000 per occurrence; which amount is School's limit of liability under the Idaho Tort Claims Act specified in Idaho Code 6-901 through 6-929.
  - p. Each party, their agents, employees, and students, shall be responsible for their own negligence, intentional acts, or claims which may arise out the performance of this Agreement. LCSC reserves the right to request written verification of such insurance;
  - q. That KSD and LCSC does not exclude from participation in, deny the benefits of, or subject any individual to discrimination on the basis of race, color, national origin, sex, gender identity, sexual orientation, age, disability, income, veteran status, limited English proficiency, or any other status protected under applicable federal, state or local law;
  - r. That KSD will provide a conference room facility for the college supervisor/LCSC program representative when possible.
3. LCSC shall provide consultation and assistance to KSD according to the following provisions:
- a. At the request of KSD, LCSC shall provide professional development sessions for teachers and other personnel in KSD to the extent that expertise among the Teacher Education and Mathematics (TEAM) Division faculty reasonably allows development of such sessions. Any such sessions shall be offered to KSD with no expectation of remuneration except for travel costs.
  - b. In the absence of appropriate expertise for requested professional development sessions, LCSC shall assist the school district to locate resources and/or appropriate experts to offer the sessions. The assistance in location of resources/people shall be offered with no expectation of remuneration.
  - c. LCSC faculty shall be available to consult, collaborate, and/or advise with KSD teachers and other personnel as the District determines need on any matters related to curricula, students, and school environment. All such consultation, collaboration, or advising shall be offered with no expectation of remuneration.
4. That this Memorandum of Understanding (MOU) contract will begin Fall Semester, 2023 and will continue to be enforced through fall of 2025 unless canceled by one or both parties. If the contract is canceled, written notice will be given and interns and candidates currently involved in clinical experiences in KSD will be allowed to complete the semester activities.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands this \_\_\_\_ day  
of \_\_\_\_\_ 2023.

By \_\_\_\_\_  
Administrative Representative of  
KSD

LCSC



By \_\_\_\_\_  
Chair, Teacher Education and Mathematics Division  
LCSC

By \_\_\_\_\_  
Dean, Professional Studies  
LCSC

By \_\_\_\_\_  
Vice President for Academic Affairs  
LCSC

By \_\_\_\_\_  
Vice President for Finance & Administration  
LCSC