The following is an agreement of cooperation between Valley City State University and Aurora Elementary School/s 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 28 day of Oct, 20JJ.

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

Aurora Elementary
3420 9th Street W
West Fargo, ND 58078
701-356-2139

Mary Thompson
Director of Teacher Education

Kim B. Knoelle
Director of Field Experiences

Carol Zent
Superintendent/Administrator signature

(Please complete and return this agreement to Valley City State University)
The following is an agreement of cooperation between Valley City State University and
Cheney Middle School School/s 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 16th day of November, 20__

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

Cheney Middle School
825 17th Ave E
West Fargo, ND 58078

Mary Thompson
Director of Teacher Education

Director of Field Experiences

Superintendent/Administrator signature

Superintendent/Administrator
– please print

(Please complete and return this agreement to Valley City State University)
The following is an agreement of cooperation between Valley City State University and Osgood K-1 Center School/s 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 1st day of November, 2011.

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

Osgood K-1 Center
5550 44th Avenue S
West Fargo, ND 58104
701-356-2190

Mary Thompson
Director of Teacher Education

Darren Sheldon
Superintendent/Administrator signature

Kim B. Knodle
Director of Field Experiences

– please print

(Please complete and return this agreement to Valley City State University)
The following is an agreement of cooperation between Valley City State University and Sheyenne 9th Grade Center School/s 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 31st day of October, 2011.

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

Mary Thompson
Director of Teacher Education

Sheyenne 9th Grade Center
800 40th Avenue E
West Fargo, ND 58078
701-356-2160

Greg S. Groeters
Superintendent/Administrator signature

Kim B. Knodle
Director of Field Experiences

Superintendent/Administrator – please print

(Please complete and return this agreement to Valley City State University)
The following is an agreement of cooperation between Valley City State University and South Elementary School/s 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 28th day of Oct., 2011.

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

South Elementary
117 6th Avenue W
West Fargo, ND 58078
701-356-2100

Mary Thompson
Director of Teacher Education

Loren Kersting
Superintendent/Administrator

Kim B. Knodle
Director of Field Experiences

(Please complete and return this agreement to Valley City State University)
The following is an agreement of cooperation between Valley City State University and West Fargo High School(s) 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 29th day of NOVEMBER, 2011.

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

Mary Thompson
Director of Teacher Education

West Fargo High School
801 9th Street E
West Fargo, ND 58078
701-356-2050

Superintendent/Administrator signature

Kim B. Knodle
Director of Field Experiences

Supervisor/Administrator
- please print

(Please complete and return this agreement to Valley City State University)
The following is an agreement of cooperation between Valley City State University and Westside Elementary School/s 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______ , 2011.

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

Mary Thompson
Director of Teacher Education

[Signature]

Westside Elementary
945 7th Avenue W
West Fargo, ND 58078
701-356-2110

[Signature]

Superintendent/Administrator signature

[Signature]

Superintendent/Administrator
– please print

(Please complete and return this agreement to Valley City State University)
The following is an agreement of cooperation between Valley City State University and Washington Elementary School/s 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 15th day of November, 2011.

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

Director of Teacher Education

Wayne Dowell
Superintendent/Administrator signature

Washington Elementary  
510 8th Avenue SW  
Valley City, ND 58072

Director of Field Experiences

Kim B. Knodle

(Please complete and return this agreement to Valley City State University)
The following is an agreement of cooperation between Valley City State University and Jefferson Elementary School/s 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 15th day of November, 2011.

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

Jefferson Elementary
1150 Central Avenue N
Valley City, ND 58072

Director of Teacher Education

Superintendent/Administrator signature

Kim B. Knodle
Director of Field Experiences

Superintendent/Administrator
– please print

(Please complete and return this agreement to Valley City State University)
The following is an agreement of cooperation between Valley City State University and Valley City High School School/s 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 16th day of November, 2011.

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

[Signature]
Director of Teacher Education

Valley City High School
460 Central Avenue N
Valley City, ND 58072

[Signature]
Superintendent/Administrator signature

Kim B. Knudle
Director of Field Experiences

(Please complete and return this agreement to Valley City State University)
The following is an agreement of cooperation between Valley City State University and St. Paul Public Schools, Independent School District #625 to provide locations for teacher candidates that are completing their professional education program at Valley City State University (VCSU).

The School of Education and Graduate Studies at VCSU agrees to:

1) Request placements for students to obtain experiences in a culturally diverse classroom through the school principal.

2) Provide contact information for the VCSU faculty member responsible for the placement who will be available to respond to questions or concerns at any time during the placement.

3) Students will comply with the course expectations and school district policies.

4) Valley City State University does not pay a stipend for the culturally diverse placements.

Independent School District #625 agrees to:

1) Place VCSU students upon the request of the VCSU faculty with the consent of teachers.

2) Grant permission for the university supervisor to visit the school and rooms while the teacher candidate is placed and to consult with the cooperating teacher.

3) At the discretion of the cooperating teacher, the teacher candidate will provide instructional support to the teacher and students.

4) Cooperating teachers will complete student evaluations for students placed within their classrooms.
General Provisions:

1) The term of this agreement shall commence on September 24, 2012 and conclude on June 30, 2015.

2) Any amendments to this agreement shall be in writing.

3) Both parties agree to be bound by the laws and regulations of the State of Minnesota and the Federal Government, including all provisions in regard to discrimination and Americans with Disabilities Act (ADA) and/or Section 504 of the Rehabilitation Act of 1973.

______
Ken B. Knodle
Director of Field Experiences
Valley City State University

10-5-12
Date

______
Dr. Mary Thomas
Dean of the School of Education and Graduate Studies
Valley City State University

10-5-12
Date

______
Superintendent
St. Paul Public Schools

11/6/12
Date

APPROVED TO FORM
The following is an agreement of cooperation between Valley City State University and Deming Miller Elementary 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 3rd day of May, 2013.

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

Director of Teacher Education

Deming Miller Elementary
715 W 5th Ave
Cheyenne, WY 82001

Superintendent/Administrator signature

(Please complete and return this agreement to Valley City State University)
Memorandum of Understanding

AGREEMENT BETWEEN THE LARAMIE COUNTY SCHOOL DISTRICT #1
AND
Valley City State University

1. This agreement begins upon signature by the two administrators for the respective units and remains in effect through July 31, 2015. This agreement supersedes all previous agreements.

2. The Laramie County School District #1 (LCSD#1) and the LCSD #1 Clinical Faculty Committee reserve the right to the following:
   
a. Upon receipt of a request for a placement for practicum, methods, student teaching or internships, LCSD #1 will review applications and make pre-service teacher placements (elementary and secondary) based on the discretion of the district.

   b. LCSD #1 may deny a pre-service placement due to limited capacity, incomplete application, incomplete coursework, unsatisfactory academic record, or application received after the deadline (listed below).

3. Deadlines for application are as follows:
   
a. For spring semester placements, all applications and materials must be complete and submitted by November 30th of the semester prior to the pre-service experience.

   b. For fall semester placements, all applications and materials must be completed and submitted by April 30th of the semester prior to the pre-service experience.

   c. Requests received after these dates will not be considered.

4. Placement requests should be submitted to LCSD #1 Clinical Faculty Chairperson (electronic requests preferred):

   Dr. Stephen V. Newton
   Central High School
   5500 Education Drive
   Cheyenne, WY 82009
   newtons@laramie1.org
   (307) 771-2680

The State of Wyoming provides Hathaway Merit and Needs-based Scholarships to Wyoming students attending the University of Wyoming and Wyoming Community Colleges. Every student who meets the merit requirements can earn a Hathaway Merit Scholarship. Contact your school counselor for more information.
5. A minimum stipend (paid to cooperating teachers) is required for all pre-service candidates. The stipend is to be paid directly to the Laramie County School District #1 cooperating teacher by the college or university requesting the placement. Compensation for cooperating teachers will be as follows:

   a. A minimum of $50 per candidate for a practicum placement of 30 hours or more.
   b. A minimum of $100 per candidate for a methods placement
   c. A minimum of $200 per candidate for a student teaching placement or internship.
   d. When a half-semester placement is necessary for a candidate, these stipends will be split equally for the cooperating teachers.

6. Pre-service placement requests from the University of Wyoming and other Wyoming colleges take precedence over requests from any other institution. Placements for colleges or universities other than U.W. will be made on a case by case basis.

7. A limited number of placements are available each semester in all subject areas and at all levels. Once capacity is reached, no other placements will be made for that semester.

8. A site supervisor will be assigned to each pre-service candidate by the university or college requesting the placement. LCSD #1 will receive contact information for the site supervisor prior to the beginning of the pre-service experience. All pre-service candidates will meet with the site supervisor (along with their assigned cooperating teacher) within the first two weeks of their placement.

9. Pre-service candidates are not to arrange their own placement. All requests for placement must be submitted through the Clinical Faculty Committee.

10. When a suitable placement is found, information will be communicated directly with the Office of Teacher Education/Placement Coordinator of each participating institution, including all contact information for each cooperating teacher, so that stipends can be processed efficiently.

11. All pre-service candidates will contact their cooperating teacher in a timely manner after learning of his or her placement.

12. It is the responsibility of the college or university making the pre-service placement request to be aware of these policies prior to making the request.
Laramie County School District #1
2810 House Avenue
Cheyenne, Wyoming 82001

LARAMIE COUNTY SCHOOL DISTRICT #1

Assistant Superintendent

Date

4-15-14

COLLEGE/UNIVERSITY REPRESENTATIVE

Dr. Gary Thompson
Signature

Dean of Education and Graduate Studies
Position

Valley City State University
College or University

701-845-7197
Phone

gary.thompson@vcsu.edu
E-mail address

April 11, 2014
Date

The State of Wyoming provides Hathaway Merit and Needs-based Scholarships to Wyoming students attending the University of Wyoming and Wyoming Community Colleges. Every student who meets the merit requirements can earn a Hathaway Merit Scholarship. Contact your school counselor for more information.