

Memorandum of Understanding

for a Partnership

between the University of Arkansas

Department of Curriculum and Instruction

College of Education and Health Professions

and

the {district name} School District

beginning in 2011-2012

## **AGREEMENT**

The College of Education and Health Professions (COEHP), the Department of Curriculum and Instruction and the Secondary MAT Program and/or the Childhood/Elementary Education teaching internship programs, University of Arkansas, Fayetteville, agree to a partnership in field experiences for Secondary MAT Interns in the 7-12 licensure areas of English, foreign language, math, science, and social studies and/or Childhood/Elementary education Interns in the licensure area of pre-kindergarten through fourth grade. We commit to placing our Interns in this district's secondary and elementary schools for a minimum of one rotation when the appropriate placements are available.

### **1. The Department of Curriculum and Instruction will:**

- a. Send a tentative list of possible placements to designated placement coordinator by May 15.
- b. Send a final list of placements to designated placement coordinator by July 15.
- c. Provide each Intern a minimum of two observations per rotation by a University Supervisor.
- d. Provide written feedback to the Intern a minimum of twice per rotation.
- e. Maintain communication with district, administration, and Mentor Teachers as appropriate.
- f. Provide an online handbook which includes all policies and procedures of the Secondary MAT Program.
- g. Place first rotation Interns in the participating partner schools beginning Monday, August 15, 2011.

### **2. {district name} School District will:**

- a. Provide a list of potential Mentor Teachers to the University by April 1 each year.
- b. Provide each arriving intern with an orientation to the school and its policies and procedures upon arrival.
- c. Name a contact person who is responsible for carrying out the requirements of this MOU. This person will be referred to as the Placement Coordinator by the Department of Curriculum and Instruction.

- d. Provide Pathwise Mentor Teacher Training to all Intern Mentor Teachers.
- e. Return this signed MOU to Dr. Michael Daugherty, F22 Stonehouse, Fayetteville, AR, 72701 no later than **APRIL 1, 2011**.

### **3. Assumptions:**

- a. Mentor Teachers are willing to provide continuing verbal and written feedback to Interns.
- b. Mentor Teachers are willing to allow a minimum of one student designed unit to be implemented during the rotation.
- c. Initial matches of Mentors and Interns are not always agreeable to either or both parties and changes, held to an absolute minimum, may have to be made.
- d. Communication between the Secondary MAT program and/or the Childhood/Elementary teaching internship programs and the {district name} School District will be consistently maintained throughout the period of this agreement through the designated points of contact.
- e. Either party has the ability and right to opt out of this agreement at the end of each academic school year.

## OFFICIAL SIGNATURES

We agree to the above statements and indicate by our signatures our commitment to this agreement.

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Michael K. Daugherty, Head  
Department of Curriculum and Instruction  
College of Education and Health Professions  
University of Arkansas, Fayetteville

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Date

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Christian Z. Goering, Coordinator  
Secondary MAT Program  
Department of Curriculum and Instruction  
College of Education and Health Professions  
University of Arkansas, Fayetteville

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Date

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Heather Kindall, Undergraduate Coordinator  
Childhood Education  
Department of Curriculum and Instruction  
College of Education and Health Professions  
University of Arkansas, Fayetteville

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Date

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District Superintendent

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Date

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School Principal

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Date

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School Principal

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Date