



FIELD EXPERIENCE AND STUDENT TEACHING AGREEMENT

An agreement between Wartburg College, Waverly, IA and Cedar Falls CSD, concerning the obligations of each party in a program to provide field and student teaching experiences for undergraduate preservice teachers. It is agreed the following considerations shall serve as the basis for a working agreement between the two participating institutions of this program.

WARTBURG COLLEGE AGREES TO THE FOLLOWING:

1. To assign as field experience participants and/or student teachers only those who are in the process of completing the necessary academic and professional requirements of the Teacher Education Program.
2. To coordinate the assignment of field experience participants and/or student teachers to specific supervising teachers by submitting tentative assignments to the appropriate school administrator.
3. To provide supervising teachers an overview of the field experience and/or student teaching guidelines and expectations.
4. To assign the School Partnership Coordinator from the Education Department as the resource and contact person if any questions or concerns should arise.
5. To provide qualified college faculty from the Education Department and from the student teachers' major area of study to visit and observe in the cooperating schools and hold individual and joint conferences with student teachers and cooperating teachers.
6. To pay a stipend to teachers supervising student teachers.

THE COOPERATING DISTRICT/SCHOOL RESERVES THE RIGHT TO AND AGREES TO THE FOLLOWING:

1. To limit the number of field experience participants and/or student teachers assigned to the district.
2. To allow the field experience participants and/or student teachers the use of the physical resources of the school that are normally provided classroom teachers, including building, equipment, essential supplies, and library facilities that are necessary and reasonable to enable the students to complete the requirements of the experience or to function as teachers in the school setting.
3. To provide qualified supervising teachers who shall complete the following:
 - a) Orient the assigned field experience participants and/or student teachers.
 - b) Permit the field experience participants and/or student teachers to observe and assist in classroom routines.
 - c) Provide classroom teaching activities and experiences commensurate with the field experience participants' and/or student teachers' preparation and ability.
 - d) Evaluate the work and ability of the field experience participants and/or student teachers during the assigned time indicating the students' competence and readiness for professional teaching.
4. To provide qualified supervising teachers who meet the following criteria:
 - a) Current Iowa professional licensure with certification in the content teaching area.
 - b) At least three years of successful teaching experience.
 - c) Recommendation of the principal.
 - d) Disposition, desire, and ability to work with Wartburg College field experience participants and/or student teachers.
 - e) Professionalism in the classroom.
 - f) Ability to encourage professional dispositions in behavior and attitude from the Wartburg College field experience participants and/or student teachers.
5. To place the field experience participants and/or student teachers in control of groups only after demonstration of readiness and careful planning with the supervising teacher and/or college supervisor.
6. To provide opportunities for student teachers to participate in a variety of outside classroom activities which are a part of the contract responsibilities consistent with certification requirements.
7. To permit visitation and observation by Wartburg College teacher education faculty.
8. To provide supervision of the field experience participants and/or student teachers by certified personnel at all times.
9. To utilize the student teachers in capacities approved by the Wartburg College Teacher Education Program. Any changes in the original assignment of the student teachers should be discussed with the School Partnership Coordinator.
10. To not utilize student teachers in the role of substitute teachers.
11. To offer the field experience participants and/or student teachers the same protection as is afforded employees of the school district through the school's liability/transportation coverage(s).

This agreement is effective for the four-year period of August 2018 to July 2022 and may be renewed or revised annually by mutual agreement of the administrators of the concerned institutions.

WARTBURG COLLEGE

Vice-President of Academic Affairs

Chair, Education Department

Please retain a copy for your records.

COOPERATING SCHOOL DISTRICT

Superintendent/Administrator

Date: _____