

**Cabell County and Concord University EPP  
Memorandum of Understanding  
For  
Clinical Students: Field Placement, Student Teachers and Resident Teachers**

This agreement made by and between **Cabell County Board of Education** and **Concord University EPP** is for setting forth the responsibilities of the institution of higher education and the **Cabell County Board of Education** and shall be a continuing agreement until June 30, 2024, at which time it shall be renewed or dissolved by mutual consent of both parties.

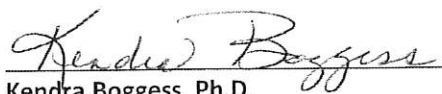
**I. Concord University EPP**



- A. Affirms that all teacher candidates are bona fide students of the institution and requesting placement in this county.
- B. Affirms that pre-service teacher candidates will be placed in clinical experiences that provide substantial experience in programmatic and content area that will not be covered during the yearlong clinical placement.
- C. Affirms that all teacher candidates (pre-service teacher candidates and resident teachers) will be placed at instructional sites and resident hubs by collaboratively following the county's procedure for securing proper placement and selection of professional certified cooperating teachers pursuant to the requirements set forth in WVBE Policy 5100, *including but not limited to successful completion of approved training or exemption.*
- D. Affirms that residency candidates will follow the district calendar in yearlong residency placements.
- E. Affirms that all teacher candidates placed have met the minimum course work required at the level appropriate for pre-service, student teaching, and residency experience.
- F. Affirms that the teacher candidates will be properly supervised by Concord University EPP personnel.
- G. Affirms that Concord University EPP personnel will consult with the proper county school administrators and cooperating teachers on the progress or lack of progress of teacher candidates or residents.
- H. Affirms that Concord University EPP may provide services and assistance to **Cabell County Board of Education** and partnership schools.
- I. Affirms that all teacher candidates working in **Cabell County Schools** have background screening either by the county or affidavits are supplied by Concord University EPP that show such has been completed prior to the first field experience and again at admissions to the education program.
- J. Affirms that student teachers and resident teachers will have completed all requirements for the West Virginia Department of Education clinical permits: student teaching or residency permits.
- K. Affirms that if warranted, after collaboration between Concord University EPP and **Cabell County Schools**, a pre-service teacher candidate, student teacher or a resident teacher maybe relocated to a different placement.
- L. Affirms that each teacher candidate, student teacher and resident teacher will acknowledge and agree to maintain confidentiality with regards to *PK-12* student records and information.

II. **Cabell County Board of Education**

- A. Affirms that it will permit pre-service teacher candidates, student teachers and yearlong resident teachers to complete various clinical and field experience and become collaboratively involved in other educational activities in the county to permit broadening the teacher candidates' experience.
- B. Affirms that it will place all teacher candidates and resident teachers on the board agenda and make their presence and assignment(s) in the county a part of the board minutes, thereby recognizing the official acceptance in the county school system.
- C. Affirms that it will provide adequate counseling/in-service for teacher candidates, student teachers and resident teachers by addressing county and building policy to enhance the candidate's knowledge of the system and the rules and regulations under which all employees must comply in carrying out their regular duties.
- D. Affirms that it will include student teachers, resident teachers and Concord University EPP in professional learning opportunities and provide high quality induction for resident teachers.
- E. Affirms that resident teachers and cooperating teachers will utilize the co-teaching model of instruction during the yearlong residency experience.
- F. Affirms that it will cooperate with personnel from Concord University EPP in the selection of the site(s) and professional certified cooperating teachers pursuant to requirements set forth in WVBE Policy 5100 for teacher candidates, student teachers, and resident teachers.
- G. Affirms that if a conflict shall arise during the teacher candidate's (pre-service, student teachers, resident teachers) experience, appropriate Concord University EPP personnel will be contacted to resolve said problem in an amenable manner, with minimal trauma to the K-12 students, clinical teacher, and staff members.
- H. Affirms Concord University EPP has contacted each school for placement and assignment of cooperating teachers and includes this information in the letter of approval of teacher candidates assigned to schools.
- I. Affirms that Residency 1 students are not permitted to provide coverage for vacant classrooms.
- J. Affirms that each Residency II student who is recommended by the EPP will be hired on a Long-Term Residency Permit by the **Cabell County Board of Education** as a substitute allowing Residency II students the opportunity to substitute in their host school a maximum of one day per week during Residency II. (Per WVBE Policies 5100 and 5202)
- K. Affirm that residents may not cover for a teacher of record without compensation during Residency 2.
- L. Affirms each candidate completing a yearlong residency clinical experience is assigned a K-12 email address by the county during the residency clinical experience pursuant to requirements set forth in WVBE Policy 5100.

This agreement is signed by both parties and shall become effective as dated below:

  
Kendra Boggess, Ph.D.  
President  
Concord University

  
Superintendent  
  
School System

Effective Date: July 1, 2023

**Fayette County and Concord University EPP**  
**Memorandum of Understanding**  
**For**  
**Clinical Students: Field Placement, Student Teachers and Resident Teachers**

This agreement made by and between **Fayette County Board of Education** and **Concord University EPP** is for setting forth the responsibilities of the institution of higher education and the **Fayette County Board of Education** and shall be a continuing agreement until June 30, 2024, at which time it shall be renewed or dissolved by mutual consent of both parties.

**I. Concord University EPP**

- A. Affirms that all teacher candidates are bona fide students of the institution and requesting placement in this county.
- B. Affirms that pre-service teacher candidates will be placed in clinical experiences that provide substantial experience in programmatic and content area that will not be covered during the yearlong clinical placement.
- C. Affirms that all teacher candidates (pre-service teacher candidates and resident teachers) will be placed at instructional sites and resident hubs by collaboratively following the county's procedure for securing proper placement and selection of professional certified cooperating teachers pursuant to the requirements set forth in WVBE Policy 5100, *including but not limited to successful completion of approved training or exemption.*
- D. Affirms that residency candidates will follow the district calendar in yearlong residency placements.
- E. Affirms that all teacher candidates placed have met the minimum course work required at the level appropriate for pre-service, student teaching, and residency experience.
- F. Affirms that the teacher candidates will be properly supervised by Concord University EPP personnel.
- G. Affirms that Concord University EPP personnel will consult with the proper county school administrators and cooperating teachers on the progress or lack of progress of teacher candidates or residents.
- H. Affirms that Concord University EPP may provide services and assistance to **Fayette County Board of Education** and partnership schools.
- I. Affirms that all teacher candidates working in **Fayette County Schools** have background screening either by the county or affidavits are supplied by Concord University EPP that show such has been completed prior to the first field experience and again at admissions to the education program.
- J. Affirms that student teachers and resident teachers will have completed all requirements for the West Virginia Department of Education clinical permits: student teaching or residency permits.
- K. Affirms that if warranted, after collaboration between Concord University EPP and **Fayette County Schools**, a pre-service teacher candidate, student teacher or a resident teacher maybe relocated to a different placement.
- L. Affirms that each teacher candidate, student teacher and resident teacher will acknowledge and agree to maintain confidentiality with regards to *PK-12* student records and information.

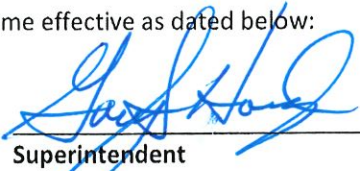



II. **Fayette County Board of Education**

- A. Affirms that it will permit pre-service teacher candidates, student teachers and yearlong resident teachers to complete various clinical and field experience and become collaboratively involved in other educational activities in the county to permit broadening the teacher candidates' experience.
- B. Affirms that it will place all teacher candidates and resident teachers on the board agenda and make their presence and assignment(s) in the county a part of the board minutes, thereby recognizing the official acceptance in the county school system.
- C. Affirms that it will provide adequate counseling/in-service for teacher candidates, student teachers and resident teachers by addressing county and building policy to enhance the candidate's knowledge of the system and the rules and regulations under which all employees must comply in carrying out their regular duties.
- D. Affirms that it will include student teachers, resident teachers and Concord University EPP in professional learning opportunities and provide high quality induction for resident teachers.
- E. Affirms that resident teachers and cooperating teachers will utilize the co-teaching model of instruction during the yearlong residency experience.
- F. Affirms that it will cooperate with personnel from Concord University EPP in the selection of the site(s) and professional certified cooperating teachers pursuant to requirements set forth in WVBE Policy 5100 for teacher candidates, student teachers, and resident teachers.
- G. Affirms that if a conflict shall arise during the teacher candidate's (pre-service, student teachers, resident teachers) experience, appropriate Concord University EPP personnel will be contacted to resolve said problem in an amenable manner, with minimal trauma to the K-12 students, clinical teacher, and staff members.
- H. Affirms Concord University EPP has contacted each school for placement and assignment of cooperating teachers and includes this information in the letter of approval of teacher candidates assigned to schools.
- I. Affirms that Residency 1 students are not permitted to provide coverage for vacant classrooms.
- J. Affirms that each Residency II student who is recommended by the EPP will be hired on a Long-Term Residency Permit by the **Fayette County Board of Education** as a substitute allowing Residency II students the opportunity to substitute in their host school a maximum of one day per week during Residency II. (Per WVBE Policies 5100 and 5202)
- K. Affirm that residents may not cover for a teacher of record without compensation during Residency 2.
- L. Affirms each candidate completing a yearlong residency clinical experience is assigned a K-12 email address by the county during the residency clinical experience pursuant to requirements set forth in WVBE Policy 5100.

This agreement is signed by both parties and shall become effective as dated below:

  
Kendra Boggess, Ph.D.  
President  
Concord University

  
Superintendent  
  
Fayette  
School System

Effective Date: July 1, 2023

**Greenbrier County and Concord University EPP  
Memorandum of Understanding  
For  
Clinical Students: Field Placement, Student Teachers and Resident Teachers**

This agreement made by and between **Greenbrier County Board of Education** and **Concord University EPP** is for setting forth the responsibilities of the institution of higher education and the **Greenbrier County Board of Education** and shall be a continuing agreement until June 30, 2024, at which time it shall be renewed or dissolved by mutual consent of both parties.

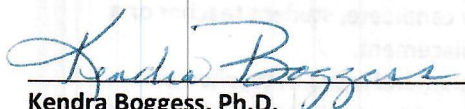
- I. **Concord University EPP**
  - A. Affirms that all teacher candidates are bona fide students of the institution and requesting placement in this county.
  - B. Affirms that pre-service teacher candidates will be placed in clinical experiences that provide substantial experience in programmatic and content area that will not be covered during the yearlong clinical placement.
  - C. Affirms that all teacher candidates (pre-service teacher candidates and resident teachers) will be placed at instructional sites and resident hubs by collaboratively following the county's procedure for securing proper placement and selection of professional certified cooperating teachers pursuant to the requirements set forth in WVBE Policy 5100, *including but not limited to successful completion of approved training or exemption.*
  - D. Affirms that residency candidates will follow the district calendar in yearlong residency placements.
  - E. Affirms that all teacher candidates placed have met the minimum course work required at the level appropriate for pre-service, student teaching, and residency experience.
  - F. Affirms that the teacher candidates will be properly supervised by Concord University EPP personnel.
  - G. Affirms that Concord University EPP personnel will consult with the proper county school administrators and cooperating teachers on the progress or lack of progress of teacher candidates or residents.
  - H. Affirms that Concord University EPP may provide services and assistance to **Greenbrier County Board of Education** and partnership schools.
  - I. Affirms that all teacher candidates working in **Greenbrier County Schools** have background screening either by the county or affidavits are supplied by Concord University EPP that show such has been completed prior to the first field experience and again at admissions to the education program.
  - J. Affirms that student teachers and resident teachers will have completed all requirements for the West Virginia Department of Education clinical permits: student teaching or residency permits.
  - K. Affirms that if warranted, after collaboration between Concord University EPP and **Greenbrier County Schools**, a pre-service teacher candidate, student teacher or a resident teacher maybe relocated to a different placement.
  - L. Affirms that each teacher candidate, student teacher and resident teacher will acknowledge and agree to maintain confidentiality with regards to *PK-12* student records and information.

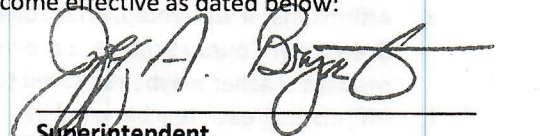


II. **Greenbrier County Board of Education**

- A. Affirms that it will permit pre-service teacher candidates, student teachers and yearlong resident teachers to complete various clinical and field experience and become collaboratively involved in other educational activities in the county to permit broadening the teacher candidates' experience.
- B. Affirms that it will place all teacher candidates and resident teachers on the board agenda and make their presence and assignment(s) in the county a part of the board minutes, thereby recognizing the official acceptance in the county school system.
- C. Affirms that it will provide adequate counseling/in-service for teacher candidates, student teachers and resident teachers by addressing county and building policy to enhance the candidate's knowledge of the system and the rules and regulations under which all employees must comply in carrying out their regular duties.
- D. Affirms that it will include student teachers, resident teachers and Concord University EPP in professional learning opportunities and provide high quality induction for resident teachers.
- E. Affirms that resident teachers and cooperating teachers will utilize the co-teaching model of instruction during the yearlong residency experience.
- F. Affirms that it will cooperate with personnel from Concord University EPP in the selection of the site(s) and professional certified cooperating teachers pursuant to requirements set forth in WVBE Policy 5100 for teacher candidates, student teachers, and resident teachers.
- G. Affirms that if a conflict shall arise during the teacher candidate's (pre-service, student teachers, resident teachers) experience, appropriate Concord University EPP personnel will be contacted to resolve said problem in an amenable manner, with minimal trauma to the K-12 students, clinical teacher, and staff members.
- H. Affirms Concord University EPP has contacted each school for placement and assignment of cooperating teachers and includes this information in the letter of approval of teacher candidates assigned to schools.
- I. Affirms that Residency 1 students are not permitted to provide coverage for vacant classrooms.
- J. Affirms that each Residency II student who is recommended by the EPP will be hired on a Long-Term Residency Permit by the **Greenbrier County Board of Education** as a substitute allowing Residency II students the opportunity to substitute in their host school a maximum of one day per week during Residency II. (Per WVBE Policies 5100 and 5202)
- K. Affirm that residents may not cover for a teacher of record without compensation during Residency 2.
- L. Affirms each candidate completing a yearlong residency clinical experience is assigned a K-12 email address by the county during the residency clinical experience pursuant to requirements set forth in WVBE Policy 5100.

This agreement is signed by both parties and shall become effective as dated below:

  
**Kendra Boggers, Ph.D.**  
President  
Concord University

  
**Superintendent**  
**Greenbrier County Schools**  
**School System**

**Effective Date: July 1, 2023**



DEPARTMENT OF EDUCATION

**School System and Institution of Higher Education  
Memorandum of Understanding  
For Teacher Candidate Early Field and Clinical Experiences**

This agreement made on September 7 2023 by and between **Concord University** and the **Logan County School System** is for the purpose of setting forth the responsibilities of the Institution of Higher Education and the School System Board of Education relating to the placement of teacher candidates for early clinical experiences and the yearlong residency in the public school setting. The effective dates of this agreement shall be from July1, 2023 to June 30, 2024, or until termination is requested by either entity.

**I. The Institution of Higher Education**

- A. Affirms that all teacher candidates are authenticated students of the institution requesting placement in the county.
- B. Affirms that all teacher candidates will be placed in public or private schools following the school system's procedure for securing proper placements and selection of professionally certified mentor teachers.
- C. Affirms that all teacher candidates placed have met the coursework required at the level appropriate for early clinical experiences or the yearlong residency.
- D. Affirms that the teacher candidates will be properly supervised by Institution of Higher Education personnel.
- E. Affirms that Institution of Higher Education personnel will consult with proper school system administrators and teachers on the progress or lack of progress of teacher candidates during the early clinical experiences or yearlong residency.
- F. Affirms that teacher candidates will abide by all regulations of the school system.
- G. Affirms that teacher candidates have been instructed about employee confidentiality and confidentiality of student records and will fully comply with County practices as outlined in public school policies.
- H. Affirms that any compensation or tuition waiver for principals and/or teachers of cooperating schools is provided throughout the school system unless otherwise agreed.

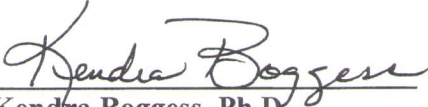


- I. Affirms that it will assist the teacher candidates in obtaining a Residency Permit from the West Virginia Department of Education, Office of Certification and Professional Preparation.

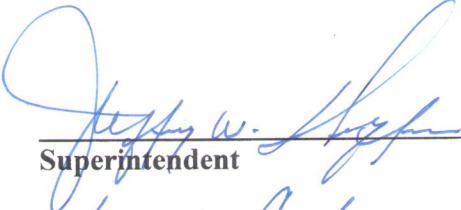
## II. The School System Board of Education

- A. Affirms that it will permit teacher candidates who are approved by the Board and who obtain their Residency Permit from the West Virginia Department of Education, Office of Certification and Professional Preparation, to practice teach and become involved in other educational activities.
- B. Affirms that it will place all teacher candidates (both early clinical and yearlong residents) on the Board's agenda and make their presence and assignment(s) in the school system a part of the board minutes, hereby recognizing their official acceptance in the school system as being placed.
- C. Provides adequate counseling/in-service for teacher candidates by addressing school system and building policy to enhance the teacher candidate's knowledge of the system and the rules and regulations under which all employees must comply in carrying out their regular duties.
- D. Affirms that it will cooperate with the personnel from the Institution of Higher Education in the selection of the site(s) and station(s) for the teacher candidates, both in early clinical experiences and the yearlong residency.
- E. Affirms that if a conflict shall arise during a teacher candidate's early clinical or yearlong residency, that appropriate Institution of Higher Education personnel will be contacted to resolve said problem in an amenable manner, with minimal trauma to students, the teacher candidate and staff members.

This agreement is signed by both parties and shall become effective as dated below.

  
Kendra Boggess, Ph.D.  
President  
Concord University

9/13/2023  
Date

  
Superintendent  
Logan County  
School System

10/1/23  
Date



RECEIVED NOV 14 2023

AGREEMENT ADDENDUM

In the event of conflict between this addendum and the agreement, this addendum shall control.

- 1. **DISPUTES** - Any references in the agreement to arbitration or to jurisdiction of any court other than the Circuit Court of the county in which the Agency is located are hereby deleted. The parties may agree to nonbinding mediation prior to litigation.
- 2. **HOLD HARMLESS** - Any clause requiring the Agency to indemnify or hold harmless any party is hereby deleted in its entirety.
- 3. **GOVERNING LAW** - The agreement shall be governed by the laws of the State of West Virginia. This provision replaces any references to any other State's governing law.
- 4. **TAXES** - Provisions in the agreement requiring the Agency to pay taxes are deleted. As a political subdivision of the State of West Virginia, the Agency is generally exempt from Federal, State, and local taxes and will not pay taxes for any Vendor including individuals, nor will the Agency file any tax returns or reports on behalf of Vendor or any other party.
- 5. **PAYMENT** - Any references to prepayment are deleted. Fees for software licenses, subscriptions, or maintenance are payable annually in advance. Payment for services will be in arrears.
- 6. **INTEREST** - Any provision for interest or charges on late payments is deleted. The Agency has no statutory authority to pay interest or late fees.
- 7. **NO WAIVER** - Any language in the agreement requiring the Agency to waive any rights, claims or defenses is hereby deleted.
- 8. **FISCAL YEAR FUNDING** - Service performed under the agreement may be continued in succeeding fiscal years for the term of the agreement, contingent upon funds being appropriated by the Legislature or otherwise being available for this service. In the event funds are not appropriated or otherwise available for this service, the agreement shall terminate without penalty on June 30. After that date, the agreement becomes of no effect and is null and void. However, the Agency agrees to use its best efforts to have the amounts contemplated under the agreement included in its budget. Non-appropriation or non-funding shall not be considered an event of default.
- 9. **STATUTE OF LIMITATION** - Any clauses limiting the time in which the Agency may bring suit against the Vendor, lessor, individual, or any other party are deleted.
- 10. **SIMILAR SERVICES** - Any provisions limiting the Agency's right to obtain similar services or equipment in the event of default or non-funding during the term of the agreement are hereby deleted.
- 11. **ATTORNEY FEES** - The Agency recognizes an obligation to pay attorney's fees or costs only when assessed by a court of competent jurisdiction. Any other provision is invalid and considered null and void.
- 12. **ASSIGNMENT** - Notwithstanding any clause to the contrary, the Agency reserves the right to assign the agreement to a State agency or another local governmental agency, board or commission of the State of West Virginia upon thirty (30) days written notice to the Vendor and Vendor shall obtain the written consent of Agency prior to assigning the agreement.
- 13. **LIMITATION OF LIABILITY** - The Agency, as a political subdivision of the State, cannot agree to assume the potential liability of a Vendor. Accordingly, any provision limiting the Vendor's liability for direct damages to a certain dollar amount or to the amount of the agreement is hereby deleted. Limitations on special, incidental or consequential damages are acceptable. In addition, any limitation is null and void to the extent that it precludes any action for injury to persons or for damages to personal property.
- 14. **RIGHT TO TERMINATE** - Agency shall have the right to terminate the agreement upon thirty (30) days written notice to Vendor. Agency agrees to pay Vendor for services rendered or goods received prior to the effective date of termination. In such event, the Agency will not be entitled to a refund of any software license, subscription or maintenance fees paid.
- 15. **TERMINATION CHARGES** - Any provision requiring the Agency to pay a fixed amount or liquidated damages upon termination of the agreement is hereby deleted. The Agency may only agree to reimburse a vendor for actual costs incurred or losses sustained during the current fiscal year due to wrongful termination by the Agency prior to the end of any current agreement term.
- 16. **RENEWAL** - Any reference to automatic renewal is hereby deleted. The agreement may be renewed only upon mutual written agreement of the parties.
- 17. **INSURANCE** - Any provision requiring the Agency to purchase insurance for vendor's property is deleted. The Agency is insured through the Board of Risk and Insurance Management, and will provide a certificate of property insurance upon request.
- 18. **RIGHT TO NOTICE** - Any provision for repossession of equipment without notice is hereby deleted. However, the Agency does recognize a right of repossession with notice.
- 19. **ACCELERATION** - Any reference to acceleration of payments in the event of default or non-funding is hereby deleted.
- 20. **CONFIDENTIALITY** - Any provision regarding confidentiality of the terms and conditions of the agreement is hereby deleted. Governmental contracts are public records under the West Virginia Freedom of Information Act.
- 21. **AMENDMENTS** - All amendments, modifications, alterations or changes to the agreement shall be in writing and signed by both parties. No amendment, modification, alteration or change may be made to this addendum without the express written approval of the Agency.

ACCEPTED BY:

Local Education Agency: Summit County Schools  
 Signed: [Signature]  
 Title: Superintendent  
 Date: 11/14/23

VENDOR:

Company Name: Concord University  
 Signed: [Signature]  
 Title: President  
 Date: 11/14/2023

**McDowell County and Concord University EPP**  
**Memorandum of Understanding**  
**For**  
**Clinical Students: Field Placement, Student Teachers and Resident Teachers**

This agreement made by and between **McDowell County Board of Education** and **Concord University EPP** is for setting forth the responsibilities of the institution of higher education and the **McDowell County Board of Education** and shall be a continuing agreement until **June 30, 2024**, at which time it shall be renewed or dissolved by mutual consent of both parties.

**I. Concord University EPP**


- A. Affirms that all teacher candidates are bona fide students of the institution and requesting placement in this county.
- B. Affirms that pre-service teacher candidates will be placed in clinical experiences that provide substantial experience in programmatic and content area that will not be covered during the yearlong clinical placement.
- C. Affirms that all teacher candidates (pre-service teacher candidates and resident teachers) will be placed at instructional sites and resident hubs by collaboratively following the county's procedure for securing proper placement and selection of professional certified cooperating teachers pursuant to the requirements set forth in WVBE Policy 5100, *including but not limited to successful completion of approved training or exemption.*
- D. Affirms that residency candidates will follow the district calendar in yearlong residency placements.
- E. Affirms that all teacher candidates placed have met the minimum course work required at the level appropriate for pre-service, student teaching, and residency experience.
- F. Affirms that the teacher candidates will be properly supervised by Concord University EPP personnel.
- G. Affirms that Concord University EPP personnel will consult with the proper county school administrators and cooperating teachers on the progress or lack of progress of teacher candidates or residents.
- H. Affirms that Concord University EPP may provide services and assistance to **McDowell County Board of Education** and partnership schools.
- I. Affirms that all teacher candidates working in **McDowell County Schools** have background screening either by the county or affidavits are supplied by Concord University EPP, that show such has been completed prior to the first field experience and again at admissions to the education program.
- J. Affirms that student teachers and resident teachers will have completed all requirements for the West Virginia Department of Education clinical permits: student teaching or residency permits.
- K. Affirms that if warranted, after collaboration between Concord University EPP and **McDowell County Schools**, a pre-service teacher candidate, student teacher or a resident teacher may be relocated to a different placement.
- L. Affirms that each teacher candidate, student teacher and resident teacher will acknowledge and agree to maintain confidentiality with regards to *PK-12* student records and information.





II. **McDowell County Board of Education**

- A. Affirms that it will permit pre-service teacher candidates, student teachers and yearlong resident teachers to complete various clinical and field experience and become collaboratively involved in other educational activities in the county to permit broadening the teacher candidates' experience.
- B. Affirms that it will place all teacher candidates and resident teachers on the board agenda and make their presence and assignment(s) in the county a part of the board minutes, thereby recognizing the official acceptance in the county school system.
- C. Affirms that it will provide adequate counseling/in-service for teacher candidates, student teachers and resident teachers by addressing county and building policy to enhance the candidate's knowledge of the system and the rules and regulations under which all employees must comply in carrying out their regular duties.
- D. Affirms that it will include student teachers, resident teachers and Concord University EPP in professional learning opportunities and provide high quality induction for resident teachers.
- E. Affirms that resident teachers and cooperating teachers will utilize the co-teaching model of instruction during the yearlong residency experience.
- F. Affirms that it will cooperate with personnel from Concord University EPP in the selection of the site(s) and professional certified cooperating teachers pursuant to requirements set forth in WVBE Policy 5100 for teacher candidates, student teachers, and resident teachers.
- G. Affirms that if a conflict shall arise during the teacher candidate's (pre-service, student teachers, resident teachers) experience, appropriate Concord University EPP personnel will be contacted to resolve said problem in an amenable manner, with minimal trauma to the K-12 students, clinical teacher, and staff members.
- H. Affirms Concord University EPP has contacted each school for placement and assignment of cooperating teachers and includes this information in the letter of approval of teacher candidates assigned to schools.
- I. Affirms that Residency 1 students are not permitted to provide coverage for vacant classrooms.
- J. Affirms that each Residency II student who is recommended by the EPP will be hired on a Long-Term Residency Permit by the **McDowell County Board of Education** as a substitute allowing Residency II students the opportunity to substitute in their host school a maximum of one day per week during Residency II. (Per WVBE Policies 5100 and 5202)
- K. Affirm that residents may not cover for a teacher of record without compensation during Residency 2.
- L. Affirms each candidate completing a yearlong residency clinical experience is assigned a K-12 email address by the county during the residency clinical experience pursuant to requirements set forth in WVBE Policy 5100.

This agreement is signed by both parties and shall become effective as dated below:

  
Kendra Boggess, Ph.D.  
President  
Concord University

  
Superintendent  
  
School System

Effective Date: July 1, 2023

**School System and Institution of Higher Education  
Articles of Agreement  
For Teacher Candidate Clinical Experiences and Student Teaching**

This agreement made on the **1st day of April, 2022**, by and between **Concord University and Mercer County Public Schools** will set forth responsibilities relating to the placement of teacher candidates for clinical experience and student teaching in the public schools during the 2022-2023 fiscal year. This agreement shall be effective from July 1, 2022, through June 30, 2023.

**I. The Institution of Higher Education**

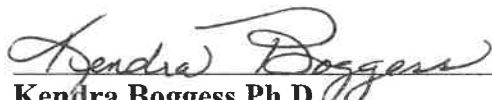
- A. Affirms that all teacher candidates are bona fide students of the institution requesting placement in the county.
- B. Affirms that all teacher candidates will be placed at teaching stations following the school system's procedure for securing proper placements and selection of professionally certified cooperating teachers.
- C. Affirms that all teacher candidates placed have met the minimum course work required at the level appropriate for clinical or student teaching experience(s), have obtained a WVDE Student Teacher Permit prior to placement and have submitted Permit and Results of Background Check to Mercer County Board of Education prior to placement.
- D. Affirms that the teacher candidates will be properly supervised, a minimum of five (5) visits per placement, by Institution of Higher Education personnel.
- E. Affirms that Institution of Higher Education personnel will consult with proper school system administrators and teachers on the progress or lack of progress of teacher candidates during the clinical or student teaching experience(s).
- F. Affirms that teacher candidates will abide by all regulations of the school system.
- G. Affirms that teacher candidates have been instructed about employee confidentiality and confidentiality of student records and will fully comply with county practices as outlined in Mercer County Policies J-4, BFH, and G-24 section 3.1.7.
- H. Affirms that any compensation or tuition waiver for principals and/or teachers of cooperating schools is provided throughout the school system unless otherwise agreed.




## II. The School System Board of Education

- A. Affirms that it will permit teacher candidates as approved by the Board to practice teach and become involved in other educational activities.
- B. Affirms that it will place all teacher candidates (both clinical and student teaching) on the Board's agenda and make their presence and assignment(s) in the school system a part of the board minutes, hereby recognizing their official acceptance in the school system as being placed.
- C. Provides adequate counseling/in-service for teacher candidates by addressing school system and building policy to enhance the teacher candidate's knowledge of the system and the rules and regulations under which all employees must comply in carrying out their regular duties.
- D. Affirms that it will cooperate with the personnel from the Institution of Higher Education in the selection of the site(s) and station(s) for the teacher candidates, both clinical and student teaching.
- E. Affirms that if a conflict shall arise during a teacher candidate's clinical or student teaching experience, that appropriate Institution of Higher Education personnel will be contacted to resolve said problem in an amenable manner, with minimal trauma to students, the teacher candidate and staff members.

This agreement is signed by both parties and shall become effective when approved by the Mercer County Board of Education.

  
Kendra Boggess Ph.D.  
President  
Concord University

5/27/2022  
Date

  
Superintendent, MCS

7/13/2023  
Date

**Raleigh County and Concord University EPP  
Memorandum of Understanding  
For  
Clinical Students: Field Placement, Student Teachers and Resident Teachers**

This agreement made by and between **Raleigh County Board of Education** and **Concord University EPP** is for setting forth the responsibilities of the institution of higher education and the **Raleigh County Board of Education** and shall be a continuing agreement until **June 30, 2024**, at which time it shall be renewed or dissolved by mutual consent of both parties.

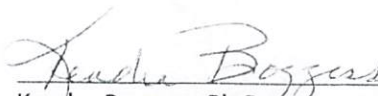
- I. **Concord University EPP**
  - A. Affirms that all teacher candidates are bona fide students of the institution and requesting placement in this county.
  - B. Affirms that pre-service teacher candidates will be placed in clinical experiences that provide substantial experience in programmatic and content area that will not be covered during the yearlong clinical placement.
  - C. Affirms that all teacher candidates (pre-service teacher candidates and resident teachers) will be placed at instructional sites and resident hubs by collaboratively following the county's procedure for securing proper placement and selection of professional certified cooperating teachers pursuant to the requirements set forth in WVBE Policy 5100, *including but not limited to successful completion of approved training or exemption.*
  - D. Affirms that residency candidates will follow the district calendar in yearlong residency placements.
  - E. Affirms that all teacher candidates placed have met the minimum course work required at the level appropriate for pre-service, student teaching, and residency experience.
  - F. Affirms that the teacher candidates will be properly supervised by Concord University EPP personnel.
  - G. Affirms that Concord University EPP personnel will consult with the proper county school administrators and cooperating teachers on the progress or lack of progress of teacher candidates or residents.
  - H. Affirms that Concord University EPP may provide services and assistance to **Raleigh County Board of Education** and partnership schools.
  - I. Affirms that all teacher candidates working in **Raleigh County Schools** have background screening either by the county or affidavits are supplied by Concord University EPP that show such has been completed prior to the first field experience and again at admissions to the education program.
  - J. Affirms that student teachers and resident teachers will have completed all requirements for the West Virginia Department of Education clinical permits: student teaching or residency permits.
  - K. Affirms that if warranted, after collaboration between Concord University EPP and **Raleigh County Schools**, a pre-service teacher candidate, student teacher or a resident teacher may be relocated to a different placement.
  - L. Affirms that each teacher candidate, student teacher and resident teacher will acknowledge and agree to maintain confidentiality with regards to *PK-12* student records and information.





II. **Raleigh County Board of Education**

- A. Affirms that it will permit pre-service teacher candidates, student teachers and yearlong resident teachers to complete various clinical and field experience and become collaboratively involved in other educational activities in the county to permit broadening the teacher candidates' experience.
- B. Affirms that it will place all teacher candidates and resident teachers on the board agenda and make their presence and assignment(s) in the county a part of the board minutes, thereby recognizing the official acceptance in the county school system.
- C. Affirms that it will provide adequate counseling/in-service for teacher candidates, student teachers and resident teachers by addressing county and building policy to enhance the candidate's knowledge of the system and the rules and regulations under which all employees must comply in carrying out their regular duties.
- D. Affirms that it will include student teachers, resident teachers and Concord University EPP in professional learning opportunities and provide high quality induction for resident teachers.
- E. Affirms that resident teachers and cooperating teachers will utilize the co-teaching model of instruction during the yearlong residency experience.
- F. Affirms that it will cooperate with personnel from Concord University EPP in the selection of the site(s) and professional certified cooperating teachers pursuant to requirements set forth in WVBE Policy 5100 for teacher candidates, student teachers, and resident teachers.
- G. Affirms that if a conflict shall arise during the teacher candidate's (pre-service, student teachers, resident teachers) experience, appropriate Concord University EPP personnel will be contacted to resolve said problem in an amenable manner, with minimal trauma to the K-12 students, clinical teacher, and staff members.
- H. Affirms Concord University EPP has contacted each school for placement and assignment of cooperating teachers and includes this information in the letter of approval of teacher candidates assigned to schools.
- I. Affirms that Residency 1 students are not permitted to provide coverage for vacant classrooms.
- J. Affirms that each Residency II student who is recommended by the EPP will be hired on a Long-Term Residency Permit by the **Raleigh County Board of Education** as a substitute allowing Residency II students the opportunity to substitute in their host school a maximum of one day per week during Residency II. (Per WVBE Policies 5100 and 5202)
- K. Affirm that residents may not cover for a teacher of record without compensation during Residency 2.
- L. Affirms each candidate completing a yearlong residency clinical experience is assigned a K-12 email address by the county during the residency clinical experience pursuant to requirements set forth in WVBE Policy 5100.

This agreement is signed by both parties and shall become effective as dated below:

  
Kendra Bogges, Ph.D.  
President  
Concord University

  
Superintendent  
  
School System

Effective Date: July 1, 2023

# SEVIER County School System

*Stephanie M. Huskey, Superintendent*

*226 Cedar Street  
Sevierville, Tennessee 37862*

*Phone (865) 453-4671  
Fax (865) 774-4562*

## **MEMORANDUM OF UNDERSTANDING (Teaching Placements)**

This Memorandum serves as a legal agreement between the Sevier County School System ("LEA") and Educator Preparation Providers ("EPP") as it pertains to Field Placements, Student Teaching Placements, School Counselor Intern Placements, and/or other field placements requested by an EPP with whom the LEA possesses an approved, State-Recognized Partnership Agreement. This Memorandum is intended to provide requirements, policies, and protocols for the placement of EPP students in field experiences, student teaching, and/or in school counselor intern placements within the LEA.

- The LEA under the terms and conditions of this Memorandum will accept EPP students for field placements for times and durations set forth by the EPP and agreed to by the LEA. The LEA reserves the right to accept only the number of candidates it deems to be feasible in light of available LEA faculty at any given time and also reserves the right to not accept a student for placement or to remove a student from placement.
- The EPP is responsible for ensuring that each EPP student, prior to beginning his or her Field Experience or Student Teaching placement, shall have undergone a successful background check (Tennessee State Requirement). It is the responsibility of the teacher candidate to obtain the required background check (including fingerprinting) and to pay all costs associated with such checks.
- In accordance with Tennessee Code Annotated 49-5-5610, the EPP certifies that a criminal history background check conducted by the Tennessee Bureau of Investigation (TBI) and the Federal Bureau of Investigation (FBI) will be performed for all candidates in field experience and/or student teaching placements, and that the results indicated no criminal convictions that would preclude the candidate being placed in schools within the LEA, especially any convictions related to violent crimes.
- Further, the EPP agrees that it or the LEA may remove a student from field experience or any student teaching placement should any criminal charges and/or convictions occur during the period of placement.
- The EPP shall inform teacher candidates excluded from field placements on the basis of a criminal background check of any review or appeal process available pursuant to the Fair Credit Reporting Act or any other law or policy, if any.

- Though the candidates will not be employees of the LEA, candidates will be required to comply with the LEA's, rules, policies, procedures, and directives as may be provided to them and follow the school calendar of the LEA or a calendar agreed upon between the EPP and LEA.
- EPP requests for placing students for field placements shall work solely through the LEA's appointed representative or designee. This designee will assume the responsibility for collaborating with the EPP to establish procedures for placements within the LEA.
- The LEA shall appoint a Supervising Teacher for each Candidate placed in field experiences or student teaching. All Supervising teachers shall meet the following criteria:
  - The Supervising Teachers will be full-time employees of the LEA and fully certified by the State of Tennessee, and teach in the area in which they hold certification.
  - The Supervising Teacher must have taught for a minimum of three years and been employed by the LEA for at least two years.
  - The Supervising Teacher shall have achieved evaluation ratings of above expectations or higher for the prior school year through the State of Tennessee's TEAM evaluation or an approved alternative model {5.504 9 ( a ) 2}.
  - The Supervising Teacher must be recommended by the building level principal as an exemplary professional educator.
  - The Supervising Teacher must approve of having a teacher candidate assigned to him/her for the period of time identified.
- Either the LEA or the EPP may remove a candidate from a placement for lack of competency, failure to comply with the rules or policies of the LEA or the EPP, or for any other reason where either party believes that it is not in the best interest of the student, the candidate, or any students or employees in the LEA to continue the placement. If the LEA requests the removal of the candidate, its decision shall be final and immediate.
- Both parties will comply with Title VI and Title IX of the Civil Rights Act of 1964 and other similar laws regarding unlawful discrimination, as well as equivalent state primary laws.
- Candidates and the EPP will abide by the Family Educational Rights and Privacy Act (referred to herein as FERPA), with all school system information.
- To the extent that candidates will have access to or the ability to access student records, including education and discipline records, this information will be kept confidential and accessed only on an "as needed" basis in accordance with the Federal Education Records Privacy Act ("FERPA"). Should the candidate have any questions regarding the same, they shall ask their supervisor prior to accessing any student records.
- The term of this Memorandum shall be in effect for one year from the date of the LEA and EPP signing. Either party may terminate this Memorandum upon thirty (30) days written notice, however, the candidate currently participating in a placement shall be permitted to complete that program.
- Neither party shall be responsible for personal injury or property damage or other loss except that resulting from its own negligence or the negligence of its employees or others for whom the party is legally responsible. The parties acknowledge that teacher



candidates of EPPs will be responsible for procuring and maintaining, at their own expense, any required Professional Liability and Auto Liability coverage.

- The EPP will consider candidates being utilized as a before school, after school tutor for targeted students as part of its responsibility and as a joint-effort to accelerate student learning and address any unfinished learning.
- The EPP will comply with the Educator Preparation Policy 5.504 that requires the development of a formalized partnership agreement with the LEA. Partnership agreement tools and guidelines are available for EPP use and can be found on the Tennessee Department of Education website [HERE](#).

IN WITNESS THEREOF, the parties hereto have entered in the Memorandum of Understanding as of the later date of the signatures below.

Educator Preparation Program ("EPP"): Concord University  
(Name of College/University)

By: Kendra Boggs

Title President

By: Andrea Campbell

Title Chair & Director of Teacher Education

Date: 12/18/2023

Sevier County Board of Education ("LEA"):

By: Sara Lewis

Title Asst. Superintendent

By: \_\_\_\_\_

Title \_\_\_\_\_

Date: 12-19-23

**Summers County and Concord University EPP  
Memorandum of Understanding  
For  
Clinical Students: Field Placement, Student Teachers and Resident Teachers**

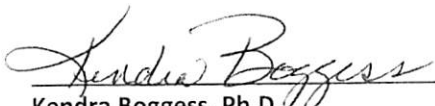
This agreement made by and between **Summers County Board of Education** and **Concord University EPP** is for setting forth the responsibilities of the institution of higher education and the **Summers County Board of Education** and shall be a continuing agreement until June 30, 2024, at which time it shall be renewed or dissolved by mutual consent of both parties.

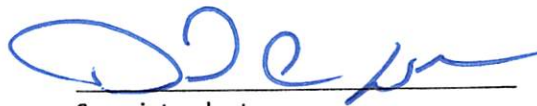
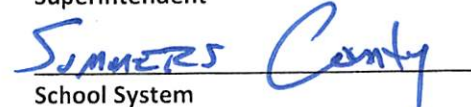
- I. **Concord University EPP**
  - A. Affirms that all teacher candidates are bona fide students of the institution and requesting placement in this county.
  - B. Affirms that pre-service teacher candidates will be placed in clinical experiences that provide substantial experience in programmatic and content area that will not be covered during the yearlong clinical placement.
  - C. Affirms that all teacher candidates (pre-service teacher candidates and resident teachers) will be placed at instructional sites and resident hubs by collaboratively following the county's procedure for securing proper placement and selection of professional certified cooperating teachers pursuant to the requirements set forth in WVBE Policy 5100, *including but not limited to successful completion of approved training or exemption.*
  - D. Affirms that residency candidates will follow the district calendar in yearlong residency placements.
  - E. Affirms that all teacher candidates placed have met the minimum course work required at the level appropriate for pre-service, student teaching, and residency experience.
  - F. Affirms that the teacher candidates will be properly supervised by Concord University EPP personnel.
  - G. Affirms that Concord University EPP personnel will consult with the proper county school administrators and cooperating teachers on the progress or lack of progress of teacher candidates or residents.
  - H. Affirms that Concord University EPP may provide services and assistance to **Summers County Board of Education** and partnership schools.
  - I. Affirms that all teacher candidates working in **Summers County Schools** have background screening either by the county or affidavits are supplied by Concord University EPP that show such has been completed prior to the first field experience and again at admissions to the education program.
  - J. Affirms that student teachers and resident teachers will have completed all requirements for the West Virginia Department of Education clinical permits: student teaching or residency permits.
  - K. Affirms that if warranted, after collaboration between Concord University EPP and **Summers County Schools**, a pre-service teacher candidate, student teacher or a resident teacher maybe relocated to a different placement.
  - L. Affirms that each teacher candidate, student teacher and resident teacher will acknowledge and agree to maintain confidentiality with regards to *PK-12* student records and information.

II. **Summers County Board of Education**

- A. Affirms that it will permit pre-service teacher candidates, student teachers and yearlong resident teachers to complete various clinical and field experience and become collaboratively involved in other educational activities in the county to permit broadening the teacher candidates' experience.
- B. Affirms that it will place all teacher candidates and resident teachers on the board agenda and make their presence and assignment(s) in the county a part of the board minutes, thereby recognizing the official acceptance in the county school system.
- C. Affirms that it will provide adequate counseling/in-service for teacher candidates, student teachers and resident teachers by addressing county and building policy to enhance the candidate's knowledge of the system and the rules and regulations under which all employees must comply in carrying out their regular duties.
- D. Affirms that it will include student teachers, resident teachers and Concord University EPP in professional learning opportunities and provide high quality induction for resident teachers.
- E. Affirms that resident teachers and cooperating teachers will utilize the co-teaching model of instruction during the yearlong residency experience.
- F. Affirms that it will cooperate with personnel from Concord University EPP in the selection of the site(s) and professional certified cooperating teachers pursuant to requirements set forth in WVBE Policy 5100 for teacher candidates, student teachers, and resident teachers.
- G. Affirms that if a conflict shall arise during the teacher candidate's (pre-service, student teachers, resident teachers) experience, appropriate Concord University EPP personnel will be contacted to resolve said problem in an amenable manner, with minimal trauma to the K-12 students, clinical teacher, and staff members.
- H. Affirms Concord University EPP has contacted each school for placement and assignment of cooperating teachers and includes this information in the letter of approval of teacher candidates assigned to schools.
- I. Affirms that Residency 1 students are not permitted to provide coverage for vacant classrooms.
- J. Affirms that each Residency II student who is recommended by the EPP will be hired on a Long-Term Residency Permit by the **Summers County Board of Education** as a substitute allowing Residency II students the opportunity to substitute in their host school a maximum of one day per week during Residency II. (Per WVBE Policies 5100 and 5202)
- K. Affirm that residents may not cover for a teacher of record without compensation during Residency 2.
- L. Affirms each candidate completing a yearlong residency clinical experience is assigned a K-12 email address by the county during the residency clinical experience pursuant to requirements set forth in WVBE Policy 5100.

This agreement is signed by both parties and shall become effective as dated below:

  
Kendra Bogges, Ph.D.  
President  
Concord University

  
Superintendent  
  
School System

Effective Date: July 1, 2023





DEPARTMENT OF EDUCATION

**School System and Institution of Higher Education  
Memorandum of Understanding  
For Teacher Candidate Early Field and Clinical Experiences**

This agreement made on September 7 2023 by and between **Concord University** and the **Wayne County School System** is for the purpose of setting forth the responsibilities of the Institution of Higher Education and the School System Board of Education relating to the placement of teacher candidates for early clinical experiences and the yearlong residency in the public school setting. The effective dates of this agreement shall be from July 1, 2023 to June 30, 2024, or until termination is requested by either entity.


**I. The Institution of Higher Education**

- A. Affirms that all teacher candidates are authenticated students of the institution requesting placement in the county.
- B. Affirms that all teacher candidates will be placed in public or private schools following the school system's procedure for securing proper placements and selection of professionally certified mentor teachers.
- C. Affirms that all teacher candidates placed have met the coursework required at the level appropriate for early clinical experiences or the yearlong residency.
- D. Affirms that the teacher candidates will be properly supervised by Institution of Higher Education personnel.
- E. Affirms that Institution of Higher Education personnel will consult with proper school system administrators and teachers on the progress or lack of progress of teacher candidates during the early clinical experiences or yearlong residency.
- F. Affirms that teacher candidates will abide by all regulations of the school system.
- G. Affirms that teacher candidates have been instructed about employee confidentiality and confidentiality of student records and will fully comply with County practices as outlined in public school policies.
- H. Affirms that any compensation or tuition waiver for principals and/or teachers of cooperating schools is provided throughout the school system unless otherwise agreed.
- I. Affirms that it will assist the teacher candidates in obtaining a Residency Permit from the West Virginia Department of Education, Office of Certification and Professional Preparation.

## II. The School System Board of Education

- A. Affirms that it will permit teacher candidates who obtain their Residency Permit from the West Virginia Department of Education, Office of Certification and Professional Preparation, to practice teach and become involved in other educational activities.
- B. Provides adequate counseling/in-service for teacher candidates by addressing school system and building policy to enhance the teacher candidate's knowledge of the system and the rules and regulations under which all employees must comply in carrying out their regular duties.
- C. Affirms that it will cooperate with the personnel from the Institution of Higher Education in the selection of the site(s) and station(s) for the teacher candidates, both in early clinical experiences and the yearlong residency.
- D. Affirms that if a conflict shall arise during a teacher candidate's early clinical or yearlong residency, that appropriate Institution of Higher Education personnel will be contacted to resolve said problem in an amenable manner, with minimal trauma to students, the teacher candidate and staff members.

This agreement is signed by both parties and shall become effective as dated below.

  
Kendra Boggess, Ph.D.  
President  
Concord University

9/28/2023  
Date

  
Superintendent

Wayne County Schools  
School System

9/28/23  
Date

**Wyoming County and Concord University EPP  
Memorandum of Understanding  
For  
Clinical Students: Field Placement, Student Teachers and Resident Teachers**

This agreement made by and between **Wyoming County Board of Education** and **Concord University EPP** is for setting forth the responsibilities of the institution of higher education and the **Wyoming County Board of Education** and shall be a continuing agreement until June 30, 2024, at which time it shall be renewed or dissolved by mutual consent of both parties.

**I. Concord University EPP**

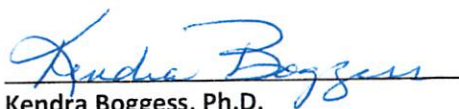
- A. Affirms that all teacher candidates are bona fide students of the institution and requesting placement in this county.
- B. Affirms that pre-service teacher candidates will be placed in clinical experiences that provide substantial experience in programmatic and content area that will not be covered during the yearlong clinical placement.
- C. Affirms that all teacher candidates (pre-service teacher candidates and resident teachers) will be placed at instructional sites and resident hubs by collaboratively following the county's procedure for securing proper placement and selection of professional certified cooperating teachers pursuant to the requirements set forth in WVBE Policy 5100, *including but not limited to successful completion of approved training or exemption.*
- D. Affirms that residency candidates will follow the district calendar in yearlong residency placements.
- E. Affirms that all teacher candidates placed have met the minimum course work required at the level appropriate for pre-service, student teaching, and residency experience.
- F. Affirms that the teacher candidates will be properly supervised by Concord University EPP personnel.
- G. Affirms that Concord University EPP personnel will consult with the proper county school administrators and cooperating teachers on the progress or lack of progress of teacher candidates or residents.
- H. Affirms that Concord University EPP may provide services and assistance to **Wyoming County Board of Education** and partnership schools.
- I. Affirms that all teacher candidates working in **Wyoming County Schools** have background screening either by the county or affidavits are supplied by Concord University EPP that show such has been completed prior to the first field experience and again at admissions to the education program.
- J. Affirms that student teachers and resident teachers will have completed all requirements for the West Virginia Department of Education clinical permits: student teaching or residency permits.
- K. Affirms that if warranted, after collaboration between Concord University EPP and **Wyoming County Schools**, a pre-service teacher candidate, student teacher or a resident teacher maybe relocated to a different placement.
- L. Affirms that each teacher candidate, student teacher and resident teacher will acknowledge and agree to maintain confidentiality with regards to *PK-12* student records and information.

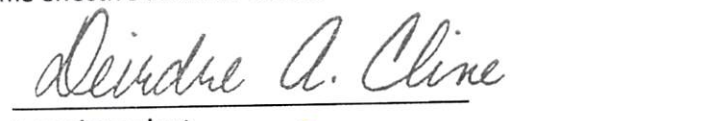



II. **Wyoming County Board of Education**

- A. Affirms that it will permit pre-service teacher candidates, student teachers and yearlong resident teachers to complete various clinical and field experience and become collaboratively involved in other educational activities in the county to permit broadening the teacher candidates' experience.
- B. Affirms that it will place all teacher candidates and resident teachers on the board agenda and make their presence and assignment(s) in the county a part of the board minutes, thereby recognizing the official acceptance in the county school system.
- C. Affirms that it will provide adequate counseling/in-service for teacher candidates, student teachers and resident teachers by addressing county and building policy to enhance the candidate's knowledge of the system and the rules and regulations under which all employees must comply in carrying out their regular duties.
- D. Affirms that it will include student teachers, resident teachers and Concord University EPP in professional learning opportunities and provide high quality induction for resident teachers.
- E. Affirms that resident teachers and cooperating teachers will utilize the co-teaching model of instruction during the yearlong residency experience.
- F. Affirms that it will cooperate with personnel from Concord University EPP in the selection of the site(s) and professional certified cooperating teachers pursuant to requirements set forth in WVBE Policy 5100 for teacher candidates, student teachers, and resident teachers.
- G. Affirms that if a conflict shall arise during the teacher candidate's (pre-service, student teachers, resident teachers) experience, appropriate Concord University EPP personnel will be contacted to resolve said problem in an amenable manner, with minimal trauma to the K-12 students, clinical teacher, and staff members.
- H. Affirms Concord University EPP has contacted each school for placement and assignment of cooperating teachers and includes this information in the letter of approval of teacher candidates assigned to schools.
- I. Affirms that Residency 1 students are not permitted to provide coverage for vacant classrooms.
- J. Affirms that each Residency II student who is recommended by the EPP will be hired on a Long-Term Residency Permit by the **Wyoming County Board of Education** as a substitute allowing Residency II students the opportunity to substitute in their host school a maximum of one day per week during Residency II. (Per WVBE Policies 5100 and 5202)
- K. Affirm that residents may not cover for a teacher of record without compensation during Residency 2.
- L. Affirms each candidate completing a yearlong residency clinical experience is assigned a K-12 email address by the county during the residency clinical experience pursuant to requirements set forth in WVBE Policy 5100.

This agreement is signed by both parties and shall become effective as dated below:

  
Kendra Boggers, Ph.D.  
President  
Concord University

  
Superintendent  
  
School System  
6/26/23

Effective Date: July 1, 2023