



District and Institution of Higher Education Memorandum of Understanding for Clinical Students: Field Placement, Student Teachers and Resident Teachers

This agreement made by and between **Bellaire Local Schools (DISTRICT)** and **West Liberty University Teacher Education Program (EPP)** is for setting forth the responsibilities of the institution of higher education and **Bellaire Local Schools** and shall be a continuing agreement until **July 31, 2022**, at which time it shall be renewed or dissolved by mutual consent of both parties.

I. **EPP**

- A. Affirms that all teacher candidates are bonafide students of the institution and requesting placement in this district.
- B. Affirms that pre-service teacher candidates will be placed in clinical experiences that provide substantial experience in the programmatic and content area that will not be covered during the yearlong clinical placement.
- C. Affirms that all teacher candidates (pre-service teacher candidates, student teachers, and resident teachers) will be placed at instructional sites and resident hubs by collaboratively filling the district'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 exemptions.
- 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 **EPP** personnel.
- G. Affirms that **EPP** personnel will consult with the proper district school administrators and cooperating teachers on the progress or lack of progress of teacher candidates or residents.
- H. Affirms that an honorarium/stipend for cooperating teachers or partnership schools will be provided by **EPP**.
- I. Affirms that **EPP** may provide services and assistance to **DISTRICT** Board of Education and partnership schools.
- J. Affirms that all teacher candidates working in **DISTRICT** have background screening either by the district or affidavits are supplied by **EPP** that show such has been completed prior to the first field experience and again at admissions to the education program.

- K. 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.
- L. Affirms that if warranted, after collaboration between **EPP** and **DISTRICT**, a pre-service teacher candidate, student-teacher or a resident teacher may be relocated to a different placement.
- M. 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. **DISTRICT**

- A. Affirms that it will permit pre-service teacher candidates, student teachers, and yearlong resident teachers to complete various clinical and field experiences and become collaboratively involved in other educational activities in the district 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 district a part of the board minutes, thereby recognizing the official acceptance in the district school system.
- C. Affirms that it will provide adequate counseling/in-service for teacher candidates, student teachers, and resident teachers by addressing district 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 **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 **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 it will include cooperating teachers in their Teacher Leadership Framework plan and utilize Step 7d monies to provide a stipend to cooperating teachers who host a yearlong resident teacher.
- H. Affirms that if a conflict shall arise during the teacher candidate's (pre-service, student teachers, resident teachers) experience, appropriate **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.
- I. Affirms **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.
- J. Affirms that Residency 1 students are not permitted to provide coverage for vacant classrooms.
- K. Affirms that each Residency II student who is recommended by the EPP will be hired on a Long-Term Residency Permit by the **DISTRICT** as a substitute to all for 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)
- L. Affirm that residents may not cover for a teacher of record without compensation during Residency 2.


M. Affirms each candidate completing a yearlong residency clinical experience is assigned a K-12 email address by the district for during of the residency pursuant to requirements set forth in WVBE Policy 5100.

Signature: Catherine Monteroso

Title: Dean

Institution: West Liberty University

Date: 08 / 02 / 2021

Signature: 

Title: Interim Provost

Institution: West Liberty University

Date: 08 / 02 / 2021

Signature: W. Franklin Evans

Title: President

Institution: West Liberty University

Date: 08 / 04 / 2021

Signature: 

Title: Superintendent

Institution: Bellaire Local Schools

Date: 08 / 01 / 2021

Memorandum of Understanding

TITLE	West Liberty University, MOU
FILE NAME	Bellaire MOU July 2021.pdf
DOCUMENT ID	a4ec758dde5d9856f8106bac16e9bf4e32d2c0c5
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History



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07 / 29 / 2021

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IP: 50.239.145.10



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19:43:46 UTC

Viewed by Derek Mcafee (dmcafee@bellairesd.org)
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08 / 01 / 2021

19:45:51 UTC

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IP: 174.203.97.100



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08 / 02 / 2021

13:11:37 UTC

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FILE NAME	Bellaire MOU July 2021.pdf
DOCUMENT ID	a4ec758dde5d9856f8106bac16e9bf4e32d2c0c5
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History



SENT

08 / 02 / 2021

13:17:49 UTC

Sent for signature to Cathy Monteroso (cmonteroso@westliberty.edu), Jeremy Larance (jlarance@westliberty.edu) and W. Franklin Evans (president@westliberty.edu) from cyndi.galloway@westliberty.edu
IP: 108.3.85.212



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08 / 02 / 2021

13:22:24 UTC

Viewed by Jeremy Larance (jlarance@westliberty.edu)
IP: 50.239.145.10



SIGNED

08 / 02 / 2021

13:22:38 UTC

Signed by Jeremy Larance (jlarance@westliberty.edu)
IP: 50.239.145.10



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08 / 02 / 2021

14:23:40 UTC

Viewed by Cathy Monteroso (cmonteroso@westliberty.edu)
IP: 8.21.105.126



SIGNED

08 / 02 / 2021

14:24:08 UTC

Signed by Cathy Monteroso (cmonteroso@westliberty.edu)
IP: 8.21.105.126

TITLE	West Liberty University, MOU
FILE NAME	Bellaire MOU July 2021.pdf
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STATUS	● Completed

Document History

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18:25:20 UTCSigned by W. Franklin Evans (president@westliberty.edu)
IP: 50.239.145.10**08 / 04 / 2021**
18:25:20 UTC

The document has been completed.



County and Institution of Higher Education Memorandum of Understanding for Clinical Students: Field Placement, Student Teachers and Resident Teachers

This agreement made by and between **Bridgeport Exempted Village School District (DISTRICT)** and **West Liberty University Teacher Education Program (EPP)** is for setting forth the responsibilities of the institution of higher education and the **Bridgeport Exempted Village School District** and shall be a continuing agreement until **July 31, 2022**, at which time it shall be renewed or dissolved by mutual consent of both parties.

I. EPP

- A. Affirms that all teacher candidates are bonafide 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 the programmatic and content area that will not be covered during the yearlong clinical placement.
- C. Affirms that all teacher candidates (pre-service teacher candidates, student teachers, and resident teachers) will be placed at instructional sites and resident hubs by collaboratively filling 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 exemptions.
- 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 **EPP** personnel.
- G. Affirms that **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 an honorarium/stipend for cooperating teachers or partnership schools will be provided by **EPP**.
- I. Affirms that **EPP** may provide services and assistance to **DISTRICT** Board of Education and partnership schools.
- J. Affirms that all teacher candidates working in **DISTRICT** have background screening either by the county or affidavits are supplied by **EPP** that show such has been completed prior to the first field experience and again at admissions to the education program.

- K. 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.
- L. Affirms that if warranted, after collaboration between **EPP** and **DISTRICT**, a pre-service teacher candidate, student-teacher or a resident teacher may be relocated to a different placement.
- M. 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. DISTRICT

- A. Affirms that it will permit pre-service teacher candidates, student teachers, and yearlong resident teachers to complete various clinical and field experiences 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 **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 **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 it will include cooperating teachers in their Teacher Leadership Framework plan and utilize Step 7d monies to provide a stipend to cooperating teachers who host a yearlong resident teacher.
- H. Affirms that if a conflict shall arise during the teacher candidate's (pre-service, student teachers, resident teachers) experience, appropriate **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.
- I. Affirms **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.
- J. Affirms that Residency 1 students are not permitted to provide coverage for vacant classrooms.
- K. Affirms that each Residency II student who is recommended by the EPP will be hired on a Long-Term Residency Permit by the **DISTRICT** as a substitute to all for 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)
- L. Affirm that residents may not cover for a teacher of record without compensation during Residency 2.

M. Affirms each candidate completing a yearlong residency clinical experience is assigned a K-12 email address by the county for during of the residency pursuant to requirements set forth in WVBE Policy 5100.

Signature: Catherine Monteroso

Title: Dean

Institution: West Liberty University

Date: 08 / 04 / 2021

Signature: 

Title: Interim Provost

Institution: West Liberty University

Date: 08 / 04 / 2021

Signature: W. Franklin Evans

Title: President

Institution: West Liberty University

Date: 08 / 04 / 2021

Signature: 

Title: Superintendent

Institution: Bridgeport EVSD

Date: 08 / 03 / 2021

Memorandum of Understanding



County and Institution of Higher Education Memorandum of Understanding for Clinical Students: Field Placement, Student Teachers and Resident Teachers

This agreement made by and between Brooke County Schools (COUNTY) and West Liberty University Teacher Education Program (EPP) is for setting forth the responsibilities of the institution of higher education and the Brooke County Schools and shall be a continuing agreement until July 31, 2022, at which time it shall be renewed or dissolved by mutual consent of both parties.

I. EPP

- A. Affirms that all teacher candidates are bonafide 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 the programmatic and content area that will not be covered during the yearlong clinical placement.
- C. Affirms that all teacher candidates (pre-service teacher candidates, student teachers, and resident teachers) will be placed at instructional sites and resident hubs by collaboratively filling 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 exemptions.
- 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 EPP personnel.
- G. Affirms that 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 an honorarium/stipend for cooperating teachers or partnership schools will be provided by EPP.
- I. Affirms that EPP may provide services and assistance to COUNTY Board of Education and partnership schools.
- J. Affirms that all teacher candidates working in COUNTY have background screening either by the county or affidavits are supplied by EPP that show such has been completed prior to the first field experience and again at admissions to the education program.

- K. 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.
- L. Affirms that if warranted, after collaboration between EPP and COUNTY, a pre-service teacher candidate, student-teacher or a resident teacher may be relocated to a different placement.
- M. 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. COUNTY

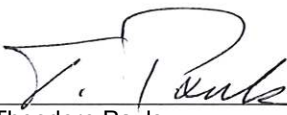
- A. Affirms that it will permit pre-service teacher candidates, student teachers, and yearlong resident teachers to complete various clinical and field experiences and become collaboratively involved in other educational activities in the county to permit broadening the teacher candidates' experience.
- 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 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 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 it will include cooperating teachers in their Teacher Leadership Framework plan and utilize Step 7d monies to provide a stipend to cooperating teachers who host a yearlong resident teacher.
- H. Affirms that if a conflict shall arise during the teacher candidate's (pre-service, student teachers, resident teachers) experience, appropriate 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.
- I. Affirms 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.
- J. Affirms that Residency 1 students are not permitted to provide coverage for vacant classrooms.
- K. Affirms that each Residency II student who is recommended by the EPP will be hired on a Long-Term Residency Permit by the COUNTY as a substitute to all for 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)
- L. Affirm that residents may not cover for a teacher of record without compensation during Residency 2.

M. Affirms each candidate completing a yearlong residency clinical experience is assigned a K-12 email address by the county for during of the residency pursuant to requirements set forth in WVBE Policy 5100.

Signature: Catherine Monteroso
Cathy Monteroso
Title: Dean
Institution: West Liberty University
Date: 08 / 19 / 2021

Signature: Dr. Bonnie C. Suderman
Dr. Bonnie Suderman
Title: Interim Provost
Institution: West Liberty University
Date: 08 / 19 / 2021

Signature: W. Franklin Evans
Dr. W. Franklin Evans
Title: President
Institution: West Liberty University
Date: 08 / 19 / 2021

Signature: 
Dr. Theodore Pauls
Title: Board President
Institution: Brooke County Schools
Date: 8-12-21

Memorandum of Understanding



County and Institution of Higher Education Memorandum of Understanding for Clinical Students: Field Placement, Student Teachers and Resident Teachers

This agreement made by and between Hancock County Schools (COUNTY) and West Liberty University Teacher Education Program (EPP) is for setting forth the responsibilities of the institution of higher education and Hancock County Schools and shall be a continuing agreement until July 31, 2022, at which time it shall be renewed or dissolved by mutual consent of both parties.

I. EPP

- A. Affirms that all teacher candidates are bonafide 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 the programmatic and content area that will not be covered during the yearlong clinical placement.
- C. Affirms that all teacher candidates (pre-service teacher candidates, student teachers, and resident teachers) will be placed at instructional sites and resident hubs by collaboratively filling 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 exemptions.
- 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 EPP personnel.
- G. Affirms that 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 an honorarium/stipend for cooperating teachers or partnership schools will be provided by EPP.
- I. Affirms that EPP may provide services and assistance to COUNTY Board of Education and partnership schools.
- J. Affirms that all teacher candidates working in COUNTY have background screening either by the county or affidavits are supplied by EPP that show such has been completed prior to the first field experience and again at admissions to the education program.

- K. 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.
- L. Affirms that if warranted, after collaboration between **EPP** and **COUNTY**, a pre-service teacher candidate, student-teacher or a resident teacher may be relocated to a different placement.
- M. 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. COUNTY

- A. Affirms that it will permit pre-service teacher candidates, student teachers, and yearlong resident teachers to complete various clinical and field experiences 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 **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 **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 it will include cooperating teachers in their Teacher Leadership Framework plan and utilize Step 7d monies to provide a stipend to cooperating teachers who host a yearlong resident teacher.
- H. Affirms that if a conflict shall arise during the teacher candidate's (pre-service, student teachers, resident teachers) experience, appropriate **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.
- I. Affirms **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.
- J. Affirms that Residency 1 students are not permitted to provide coverage for vacant classrooms.
- K. Affirms that each Residency II student who is recommended by the EPP will be hired on a Long-Term Residency Permit by the **COUNTY** as a substitute to all for 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)
- L. Affirm that residents may not cover for a teacher of record without compensation during Residency 2.


M. Affirms each candidate completing a yearlong residency clinical experience is assigned a K-12 email address by the county for during of the residency pursuant to requirements set forth in WVBE Policy 5100.

Signature: Catherine Monteroso

Title: Dean

Institution: West Liberty University

Date: 08 / 04 / 2021

Signature: 

Title: Interim Provost

Institution: West Liberty University

Date: 08 / 04 / 2021

Signature: W. Franklin Evans

Title: President

Institution: West Liberty University

Date: 08 / 04 / 2021

Signature: Sarah Parsons

Title: Director of Personnel

Institution: Hancock County Schools

Date: 08 / 03 / 2021

Memorandum of Understanding



County and Institution of Higher Education Memorandum of Understanding for Clinical Students: Field Placement, Student Teachers and Resident Teachers

This agreement made by and between Marshall County Schools (COUNTY) and West Liberty University Teacher Education Program (EPP) is for setting forth the responsibilities of the institution of higher education and Marshall County Schools and shall be a continuing agreement until July 31, 2022, at which time it shall be renewed or dissolved by mutual consent of both parties.

I. EPP

- A. Affirms that all teacher candidates are bonafide 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 the programmatic and content area that will not be covered during the yearlong clinical placement.
- C. Affirms that all teacher candidates (pre-service teacher candidates, student teachers, and resident teachers) will be placed at instructional sites and resident hubs by collaboratively filling 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 exemptions.
- 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 EPP personnel.
- G. Affirms that 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 an honorarium/stipend for cooperating teachers or partnership schools will be provided by EPP.
- I. Affirms that EPP may provide services and assistance to COUNTY Board of Education and partnership schools.
- J. Affirms that all teacher candidates working in COUNTY have background screening either by the county or affidavits are supplied by EPP that show such has been completed prior to the first field experience and again at admissions to the education program.

- K. 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.
- L. Affirms that if warranted, after collaboration between EPP and COUNTY, a pre-service teacher candidate, student-teacher or a resident teacher may be relocated to a different placement.
- M. 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. COUNTY

- A. Affirms that it will permit pre-service teacher candidates, student teachers, and yearlong resident teachers to complete various clinical and field experiences 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 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 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 it will include cooperating teachers in their Teacher Leadership Framework plan and utilize Step 7d monies to provide a stipend to cooperating teachers who host a yearlong resident teacher.
- H. Affirms that if a conflict shall arise during the teacher candidate's (pre-service, student teachers, resident teachers) experience, appropriate 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.
- I. Affirms 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.
- J. Affirms that Residency 1 students are not permitted to provide coverage for vacant classrooms.
- K. Affirms that each Residency II student who is recommended by the EPP will be hired on a Long-Term Residency Permit by the COUNTY as a substitute to all for 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)
- L. Affirm that residents may not cover for a teacher of record without compensation during Residency 2.


M. Affirms each candidate completing a yearlong residency clinical experience is assigned a K-12 email address by the county for during of the residency pursuant to requirements set forth in WVBE Policy 5100.

Signature: Catherine Monteroso

Title: Dean

Institution: West Liberty University


Date: 07 / 29 / 2021

Signature: 

Title: Interim Provost

Institution: West Liberty University

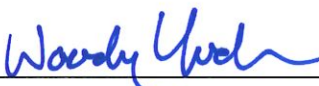
Date: 07 / 29 / 2021

Signature: 

Title: President

Institution: West Liberty University

Date: 07 / 29 / 2021

Signature: 

Title: Assistant Superintendent

Institution: Marshall County Schools

Date: 7.29.2021

Memorandum of Understanding

TITLE	Marshall County MOU 2021-2022
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DOCUMENT ID	fceef1fbf735adaecef7dfb7b644103f802827b6
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History



SENT

07 / 29 / 2021

19:44:09 UTC

Sent for signature to Cathy Monteroso (cmonteroso@westliberty.edu), Jeremy Larance (jlarance@westliberty.edu) and W. Franklin Evans (president@westliberty.edu) from cyndi.galloway@westliberty.edu
IP: 50.239.145.10



VIEWED

07 / 29 / 2021

19:49:31 UTC

Viewed by Cathy Monteroso (cmonteroso@westliberty.edu)
IP: 8.21.105.126



SIGNED

07 / 29 / 2021

19:50:01 UTC

Signed by Cathy Monteroso (cmonteroso@westliberty.edu)
IP: 8.21.105.126



VIEWED

07 / 29 / 2021

19:51:05 UTC

Viewed by Jeremy Larance (jlarance@westliberty.edu)
IP: 107.77.223.21



SIGNED

07 / 29 / 2021

19:51:29 UTC

Signed by Jeremy Larance (jlarance@westliberty.edu)
IP: 107.77.223.21

TITLE	Marshall County MOU 2021-2022
FILE NAME	Marshall County MOU July 2021.pdf
DOCUMENT ID	fceef1fbf735adaecef7dfb7b644103f802827b6
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History

**07 / 29 / 2021**
20:27:48 UTCViewed by W. Franklin Evans (president@westliberty.edu)
IP: 50.239.145.10**07 / 29 / 2021**
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WEST LIBERTY UNIVERSITY

College of Education
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County and Institution of Higher Education Memorandum of Understanding for Clinical Students: Field Placement, Student Teachers and Resident Teachers

This agreement made by and between Board of Education of the County of Ohio (COUNTY) and West Liberty University Teacher Education Program (EPP) is for setting forth the responsibilities of the institution of higher education and the Board of Education of the County of Ohio and shall be a continuing agreement until July 31, 2022, at which time it shall be renewed or dissolved by mutual consent of both parties.

I. EPP

- A. Affirms that all teacher candidates are bonafide 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 the programmatic and content area that will not be covered during the yearlong clinical placement.
- C. Affirms that all teacher candidates (pre-service teacher candidates, student teachers, and resident teachers) will be placed at instructional sites and resident hubs by collaboratively filling 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 exemptions.
- 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 EPP personnel.
- G. Affirms that 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 an honorarium/stipend for cooperating teachers or partnership schools will be provided by EPP.
- I. Affirms that EPP may provide services and assistance to COUNTY Board of Education and partnership schools.
- J. Affirms that all teacher candidates working in COUNTY have background screening either by the county or affidavits are supplied by EPP that show such has been completed prior to the first field experience and again at admissions to the education program.

- K. 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.
- L. Affirms that if warranted, after collaboration between EPP and COUNTY, a pre-service teacher candidate, student-teacher or a resident teacher may be relocated to a different placement.
- M. 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. COUNTY

- A. Affirms that it will permit pre-service teacher candidates, student teachers, and yearlong resident teachers to complete various clinical and field experiences 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 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 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 it will include cooperating teachers in their Teacher Leadership Framework plan and utilize Step 7d monies to provide a stipend to cooperating teachers who host a yearlong resident teacher.
- H. Affirms that if a conflict shall arise during the teacher candidate's (pre-service, student teachers, resident teachers) experience, appropriate 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.
- I. Affirms 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.
- J. Affirms that Residency 1 students are not permitted to provide coverage for vacant classrooms.
- K. Affirms that each Residency II student who is recommended by the EPP will be hired on a Long-Term Residency Permit by the COUNTY as a substitute to all for 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)
- L. Affirm that residents may not cover for a teacher of record without compensation during Residency 2.

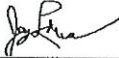
M. Affirms each candidate completing a yearlong residency clinical experience is assigned a K-12 email address by the county for during of the residency pursuant to requirements set forth in WVBE Policy 5100.

Signature: Catherine Monteroso

Title: Dean

Institution: West Liberty University

Date: 07/29/2021

Signature: 

Title: Interim Provost

Institution: West Liberty University

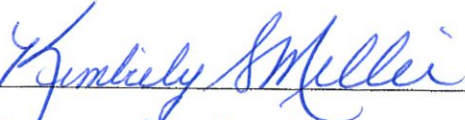
Date: 07/29/2021

Signature: W. Franklin Evans

Title: President

Institution: West Liberty University

Date: 08/03/2021

Signature: 

Title: Superintendent

Institution: Ohio County Schools

Date: 8/09/2021

Memorandum of Understanding

EXHIBIT A
ADDENDUM

This Addendum to the County and Institution of Higher Education Memorandum of Understanding for Clinical Students: Field Placement, Student Teachers and Resident Teachers (the "Agreement"), dated August 1, 2021 by and between The Board of Education of the County of Ohio (OCS) and West Liberty University (the "Contractor"), hereby binds the Parties as follows:

1. Conflict Between Terms. In the event of a conflict or inconsistency between any of the terms and conditions contained in this Addendum and the other terms and conditions contained in the Agreement, the terms and provisions contained in this Addendum shall be controlling.
2. Defined Terms. Any capitalized terms in this Addendum, which are not defined in this Addendum, shall have the meaning given to such terms in the Agreement.
3. Incorporation of Policies. Contractor and its employees and subcontractors shall, at all times, comply with all OCS written Policies and/or Procedures applicable to independent contractors. The Policies and Procedures may be accessed at the OCS website: <http://boe.ohio.k12.wv.us/policies/>
4. Workers' Compensation Insurance and Indemnification. The Contractor shall maintain workers' compensation coverage on all persons employed by the Contractor to perform services for the benefit of OCS, and the Contractor shall also purchase and maintain general liability insurance with respect to the activities to be performed by the Contractor hereunder. ~~The Contractor agrees to protect, indemnify and hold harmless the OCS against any and all loss, claims or suits for or on account of injury or death of persons, or damage to or destruction of property belonging to either the Owner or others, occurring by reason of any act or neglect of the Contractor, its employees or agents in connection with the performance of the Agreement.~~
5. All Protected Health Information as provided by the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), and all data, information, reports, forms, documents, and written plans generated under this Agreement (the "Data") are the property of OCS and are to be treated as strictly confidential. Contractor hereby agrees that it will fully comply with HIPAA in its use and handling of the Data. Without the prior written consent of OCS, Contractor shall not directly or indirectly, during the term of this Agreement and after termination divulge to any person, or use for its own benefit, any confidential information about business, affairs, and students of OCS acquired by it during the performance of its duties hereunder, it being the intent of OCS and Contractor to restrict Contractor from disseminating or using any information which is unpublished and not readily available to the general public
6. All Protected Student Information as provided by the Federal Education Rights and Privacy Act of 1974 ("FERPA"), and all data, information, reports, forms, documents, and written plans generated under this Agreement (the "Data") are the property of OCS and are to be treated as strictly confidential. Contractor hereby agrees that it will fully comply with FERPA in its use and handling of the Data. Without the prior written consent of OCS, Contractor shall not directly or indirectly, during the term of this Agreement and after termination divulge to any person, or use for its own benefit, any confidential information about business, affairs, and students of OCS acquired by it during the performance of its duties hereunder, it

being the intent of OCS and Contractor to restrict Contractor from disseminating or using any information which is unpublished and not readily available to the general public.

7. Choice of Law. This Addendum shall be governed by and construed in accordance with the laws of the State of West Virginia.

8. Waiver. The failure of either party to the Agreement to insist upon the performance of any of the terms and conditions of the Agreement, or the waiver of any breach of any of the terms and conditions of the Agreement, shall not be construed as thereafter waiving any such terms and conditions, but such terms and conditions shall continue and remain in full force and effect as if no such forbearance or waiver had occurred.

IN WITNESS WHEREOF, the undersigned have caused this Addendum to be duly executed and delivered as of the day and year first above written.

OCS:

By: Kimberly Mitts
Its Superintendent

CONTRACTOR:

By: W. Franklin Evans
Its President



August 10, 2021

Dr. Cathy Monteroso, Dean
College of Education and Human Performance
West Liberty University
208 University Drive
Campus Box 147
West Liberty, WV 26074

Dear Dr. Monteroso:

At the regular meeting of the Ohio County Board of Education on Monday, August 9, 2021, board members approved the Memorandum of Understanding for Clinical Students: Field Placement, Student Teachers and Resident Teachers with West Liberty University and the Board of Education of the County of Ohio. Enclosed is a copy of the Memorandum of Understanding.

Should you have any questions, please contact my office at 304-243-0310.

Sincerely,

Kimberly S. Miller, Ed.D.
Superintendent

KSM:jd

Enclosure

c: Assistant Superintendent's Office
Human Resources Office