

**University of Northern Colorado
Partner District Agreement**

A Partnership Agreement between the University of Northern Colorado
and the (enter School District name here).

The administration, faculty, and staff of the Professional Teacher Education Programs at the University of Northern Colorado and the administration, faculty, and staff of (enter name of School District) enjoin in a memorandum of understanding know as a **Partner District Agreement**.

The purpose of the UNC **Partner District Agreement** is to cite mutual responsibilities of both institutions so that professional practices of a university/school district partnership can be undertaken. This written agreement exists so that the administrative leaders of the two participating institutions will better know what this effort is about, enabling them to better collaborate. This agreement will be updated each academic year to reflect any changes.

Area of cooperation	The University's responsibilities	The Partner District's responsibilities
Communication and public relations	Maintaining the norms for respectful and ethical professional behavior that promotes trust and collaboration; Providing ongoing and timely communication about partnership matters and activities; Providing regular updates on programmatic changes and the implementation of such changes (e.g., assessment of teacher candidates' ongoing progress) as warranted; Providing regular updates on programmatic changes and the implementation of such changes (e.g., assessment of teacher candidates' ongoing progress) as warranted;	Inform the University about changes in field placement procedures, hiring practices, and other policies which may potentially affect the University students.
Program Development	See input from the Partner District about any significant program changes; Provide consultations to the Partner District about its curriculum and program development programs	Designating representatives to attend appropriate professional teacher education program meetings as warranted.
Pre-service preparation of teachers	Providing a manageable number of teacher candidates for early and/or advanced field experiences based on a mutually agreed upon candidate and cooperating teacher selection and placement process; Providing appropriate faculty supervisors for teacher candidates placed at the partner school site who will also establish timely communication with building administrators; Evaluating the ongoing progress of teacher candidates in consultation with teachers, principals, and/or site coordinators at the partner school site; Providing a designated financial incentive to the partner school (payment to the school district/school and/or stipends to teachers supervising student teachers) and UNC credit (1-2 credits at a reduced rate of \$50.00 per credit) for providing educational opportunities, supervision, and completed assessments that support and assist in the development of teacher candidates placed at the partner school;	Placing teacher candidates in appropriate school/classroom settings as a mean of providing educational opportunities aligned with the particular professional teacher education program; Placing teacher candidates with classroom teachers and other school staff who can effectively serve as mentors and clinical faculty for teacher candidates; Providing workshops and specialized training for teacher candidates along with regular in-service teachers or specialized training at the beginning of the student teaching experience; Collaborating with university faculty from teacher education programs on the supervision and assessment of the ongoing progress of teacher candidates; Designating a site coordinator or principal who will work with the coordinator(s) of the teacher education program in the placement of teacher candidates at the partner school site and with assigned university supervisors;

Area of cooperation	The University's responsibilities	The Partner District's responsibilities
Professional development of in-service teachers	Participating in and supporting appropriate professional development initiatives as mutually agreed upon by both the faculty of the professional teacher education program and the partner district; Create on-site graduate cohorts for District personnel if requested; Providing opportunities for master teachers to teach on campus as clinical or adjunct faculty when opportunities exist.	Use the University's list of experts for in-service needs, when applicable
Grants and research	Collaborate on grant and research initiatives that benefit candidates, teachers, faculty and students; Assure "fast track" grant application and IRB approval processes; Inform the other side about any research findings before public release that may affect operations, reputation, or programs of the other side.	
Recruitment and hiring	Providing access to the names of UNC teacher graduates for district teacher recruiting purposes; Providing Preview and Junior Days for district high school students to promote post-secondary education;	Assist in recruiting potential students for on-campus or district-based graduate University programs;

For the University:

Dean, College of Education and Behavioral Sciences

Date

For the Partner District

School District Superintendent

Date