



JUDSON INDEPENDENT SCHOOL DISTRICT

Meeting Date: June 23, 2025

Submitted By: Dr. Lacey Gosch
Title: Assistant Superintendent

Agenda Item: Consider and take action regarding approving the Memorandum of Understanding with Southeastern Oklahoma State University for the purpose of completing School Counseling Practicum experience during the Fall of 2025.

CONSENT ITEM

RECOMMENDATION:

That the board approve Judson ISD agreement with Southeastern Oklahoma State University for the Counseling Internship Program.

IMPACT/RATIONALE:

Judson ISD agrees with Southeastern Oklahoma State University to provide counseling internships to students enrolled in the school counseling program at Southeastern Oklahoma State University. The Judson ISD Liaison and Southeastern Oklahoma State University representative will design an educational experience, pursuant to the terms and conditions of the Memorandum of Understanding, for Southeastern Oklahoma State University students to utilize personnel, equipment, and facilities of Judson ISD. Judson ISD will provide training to Southeastern Oklahoma State University students, which may include clinical and hands-on experience, resulting in significant educational benefits to them, and shall compliment, rather than displace, the work of paid employees of Judson ISD.

BOARD ACTION REQUESTED:

Approval/Disapproval



Memorandum of Understanding

This memorandum of understanding (MOU) is written in the spirit of cooperation between Judson Independent School District (herein after “the district”) and Southeastern Oklahoma State University (herein after “the Institution”) for the purpose of completing School Counseling Practicum experience during the Fall 2025 semester required by Southeastern Oklahoma State University.

The District agrees to:

1. Provide a placement that meets all Institution and certification requirements.
2. Select a highly qualified cooperating School Counselor Site Supervisor with appropriate certification and at least 2 years of experience to be a professional role model and Mentor School Counselor.
3. Provide the SE Practicum student with any guidance, rules, professional dress code, building access information, or institutional handbooks about District policies and procedures in the workplace and ensure these documents are preserved for the duration of the Practicum.
4. Provide opportunities for SE Practicum students to experience district orientations, trainings, and other campus functions.
5. Provide access to appropriate district resources including but not limited to curriculum documents, online resources, libraries, and forms.
6. Serve as a liaison with the school site and Institution.

The Mentor agrees to:

1. Maintain communication with Institution.
2. Provide opportunities for increasing responsibility for candidates working with students.
3. Based on program expectations, conduct observations, and provide continual and timely feedback and documentation of candidate progress.
4. Observe candidates and provide continual and timely feedback and support to facilitate professional growth and assist candidates in meeting expected outcomes.
5. Model professional dispositions for candidates and explain the rationale for the ethical and professional dispositions to candidates.
6. Engage candidates in critical thinking and problem solving to determine strategies for an effective school counseling program and assist candidates in becoming reflective professionals who are ready to assume responsibility.

Institution Supervisor/Liaison

1. Clearly communicate objectives, requirements, and policies to candidates and School Counseling Site Supervisors.
2. Clearly communicate timelines for candidate expectations.

3. Work effectively one on one to foster growth and development of knowledge, skills, and professional dispositions for student learning.
4. Based on program expectations, conduct observations, and provide timely feedback, and documentation of candidate progress.

Institution agrees to:

1. Recommend for placement in the School Counseling Practicum program only those students who have a satisfactory record and have met the requirements established by the institution.
2. Provide the district the right to refuse placement to any student based on information obtained during the application process, lack of mentors that meet institution requirements or any other reason that the district sees fit.
3. Cooperate with the district in any case where the SE Practicum student need redirection, or removal from the site.
4. Assign a single point of contact to work with the District regarding all School Counseling Practicum placements.

Amy Mills, Ed.D., LPC
 Coordinator, School Counseling Practicum
amills@se.edu
 918-306-1595
 580-745-2652

Denise Hartline, M.Ed.
 Liaison, School Counseling Practicum
dhartline@se.edu
 512-917-1180

Candidates are expected to exhibit professional dispositions and behaviors, actively participate in school district professional development activities as appropriate and demonstrate commitment to professional goals.

Administrator/Designee

Date

School Counseling Practicum Coordinator or Liaison

Date

Amy R. Mills, Ed.D., LPC
 Assistant Professor
 Southeastern Oklahoma State University
 Coordinator, School Counseling Practicum
amills@se.edu
 918-306-1595

Date

Or

Denise Hartline, M.Ed.
 Instructor
 Southeastern Oklahoma State University
 Liaison, School Counseling Practicum
dhartline@se.edu
 512-917-1180