

## Boerne ISD Clinical Practice Memorandum of Understanding

This Agreement is made on May 22, 2024, between the College of Education at Texas State University (hereinafter “the University”) and the ISD (hereinafter “the District”) for the completion of clinical practice (student teaching or internship) required by the State of Texas and the State Board for Educator Certification for the certification of teachers. For purpose of this agreement, “intern” refers to a candidate in clinical placement who is serving as teacher of record under a probationary certificate.

### **The District agrees to:**

1. Provide an appropriate placement that allows the student teacher or intern (hereinafter “the candidate”) to meet all requirements for clinical practice necessary for initial teacher certification.
2. Provide a highly qualified cooperating teacher or mentor with appropriate certification and at least three years’ successful teaching experience. For student teachers, the cooperating teacher must have had at least one year in the current placement.
3. Provide opportunities for the candidate to attend campus and district orientations and trainings.
4. Provide the candidate access to appropriate district resources including but not limited to curriculum documents, email, online resources, libraries, forms, and professional development opportunities.
5. Notify the University Faculty Supervisor and/or the Director of the Office of Educator Preparation (OEP) of any concerns about the candidate in a timely manner to ensure appropriate actions can be taken.
6. Allow digital video recording of the candidate in the classroom setting to facilitate reflection and feedback between the candidate and the University Faculty Supervisor and meet state-required mandates for performance assessment of teaching. The video documentation will be shared only among the candidate, the cooperating teacher or mentor, and the University Faculty Supervisor as appropriate. Digital files will not be stored on a University server.

### **The University agrees to:**

1. Recommend for clinical practice placement only those candidates who have earned a satisfactory record and have met the requirements established by the state and the University educator preparation program.
2. Request more specific placement consideration for candidates in certain fields (e.g., music, art, dance, agriculture, family and consumer science) due to the specialized nature of those disciplines.
3. Inform all candidates that they must meet all district requirements (including but not limited to attendance at orientation, completion of all appropriate paperwork and applications) for placement with the Boerne ISD and return required paperwork to the district in accordance with all deadlines set by the District.
4. Provide the District the right to refuse placement to any candidate based on any information obtained during the application process that does not meet district standards.
5. Provide the District the authority to dismiss, reassign, or take other appropriate action against a candidate deemed to be in the District’s best interest.
6. Provide candidate training on their responsibilities regarding participation in clinical practice, including professional conduct, rules set by the University, and state and federal laws relating to education with specific attention to FERPA and Texas Educator Code of Ethics.
7. Provide the District, the candidate, the cooperating teacher or mentor, and the University Faculty Supervisor access to curriculum requirements, evaluation forms, project descriptions, handbooks, calendars, schedules, or any other documentation or materials

- necessary to effectively facilitate and support the clinical practice experience.
8. Require all candidates to sign an agreement that they will not share videos with anyone on any platform other than for the purpose of feedback, reflection, and learning with the cooperating teacher or mentor and University Faculty Supervisor.

**The University and the District jointly agree to:**

1. Establish and maintain ongoing, open communication between the University staff and the District.
2. Comply with all applicable state and federal laws and regulations.

**Term of Agreement, Modification, Termination:**

This agreement shall be effective when executed by both parties and shall remain in effect for a period of three (3) years from the date of inception. This agreement may be terminated without cause upon written notice by either party, provided that all candidates currently participating in the experience at the District at the time of notice of termination shall be given the opportunity to complete their clinical practice at the District, as outlined by Texas Administrative Code.

This agreement may be modified in writing upon approval of both parties.

**Nondiscrimination:**

Texas State University is committed to an inclusive education and work environment that provides equal opportunity and access to all qualified persons. In their execution of this agreement the parties and others acting by or through them shall comply with all federal and state laws prohibiting discrimination, harassment, and sexual misconduct. To the extent not in conflict with federal or state law, the parties agree not to discriminate on the basis of race, color, national origin, age, sex, religion, disability, veterans' status, sexual orientation, gender identity or gender expression. Any breach of this covenant may result in termination of this agreement.

**AGREED:**

**Texas State University**

Boerne **ISD**

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Signature

Patricia Rocha, Director  
Office of Educator Preparation

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Michael P. O'Malley, Dean  
College of Education

\_\_\_\_\_  
Date

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Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

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Date