

MEMORANDUM OF AGREEMENT
by and between
UNIVERSITY OF NORTH TEXAS
and
DENTON INDEPENDENT SCHOOL DISTRICT

TEACHER RESIDENCY

This Field Placement Agreement (“Agreement”) is entered into this agreement effective upon date of last signature below, (“Effective Date”) by and between the University of North Texas (“UNT”), on behalf of its College of Education, and Denton ISD (“School District”) for the purpose of establishing or continuing a clinical practice school site.

WHEREAS, the Parties to this Agreement are part of a collaboration between UNT and affiliated school districts committed to advancing the learning of EC-12 students, teacher candidates, and practicing educators, and to improving public education through collaborative research and development;

WHEREAS, the Parties to this Agreement believe that school districts and universities benefit when expertise and resources are shared in collaborative partnership to advance both shared missions and unique characteristics in service of continuous improvement of educator preparation; and

WHEREAS, this Agreement is intended and shall be interpreted to meet the statutory requirements for educator preparation programs adopted by the State Board of Education Certification.

THEREFORE, the Parties mutually agree on the following:

I. Term and Termination

1. The term of this Agreement is one (1) year, beginning upon the Effective Date of this Agreement.
2. This Agreement may be terminated upon thirty (30) days written notice by either party, provided that all teacher candidates in the teacher residency placement at the time of notice of termination is given, shall be permitted to finish their residency placement in accordance with the terms and conditions of this Agreement until completed.
3. This Agreement may be amended by either party upon notice to the other, which must be reduced to writing and signed by both parties.

II. UNT Obligations

UNT will:

1. Establish a residency cohort of 20-25 qualified students to participate as residents through an application and interview process. The selection process will be done in collaboration with both UNT and the school district.
2. UNT will share resident grade level, subject area, and mentor preferences with school district personnel.
3. Provide UNT COE coursework and staff up to 2 days for the residency cohort to meet weekly in an appropriate meeting space provided by Denton ISD.
4. Coordinate representatives from UNT and the School District to serve on the Residency Steering Committee, which will meet quarterly to review data and recommend any changes for the program. UNT and Denton ISD will collaborate on the application, hiring process, and hiring decisions for UNT students who will become teacher residents as well as the mentor teachers. UNT and Denton ISD will each appoint a coordinator for the residency program, who will maintain further communication for adjustments and trouble-shooting throughout the year.
5. Provide Residency Handbook(s) (“Handbook”) for each semester of the residency that explains the program for teacher candidates, expectations of UNT and School District personnel who work with teacher candidates, and UNT contact information.
6. Provide a Director of Clinical Practice (“Director”) who provides oversight and coordination of all required clinical practice experiences associated with teacher education courses. Director responsibilities include coordination with School District administrators, cooperating/mentor teachers, UNT faculty, and UNT field supervisors to secure clinical practice placements, develop clinical practice materials and assessments, and train UNT supervisors and cooperating/mentor teachers.
7. Prior to the school year beginning, UNT will provide an orientation for UNT and district personnel, residents, as well as mentor training for host teachers. The orientation will provide an overview of the teaching residency program and the responsibilities of participants.
8. Designate leaders of the UNT residency program. These leaders serve as intermediaries between the Director and UNT field supervisors. Their duties may include assisting with placements and conducting seminars for teacher candidates, UNT field supervisors, and cooperating/mentor teachers. This designation will occur in advance of the start of the resident cohort, if possible.

9. UNT will provide clear expectations for residents, UNT faculty & staff, and mentor teachers in a timely manner regarding schedules, assignments, and assessments.
10. Assign UNT faculty and staff who will support teacher candidates and cooperating/mentor teachers throughout the course of the clinical practice placement.
11. Work to ensure that practices and policies increase the capacity of teacher candidates to work effectively with diverse learners and their families.
12. Pursuant to Section 22.0835 of the Texas Education Code, UNT will require each teacher candidate to complete a criminal history background check from the Texas Department of Public Safety. Upon request by the School District, UNT will confirm that each teacher candidate has complied with the criminal history records requirement under Texas Education Code 22.0835.

III. School District:

School District will:

1. Shortly after residents are notified that they have been accepted into a paid teaching residency program, the school district will begin the onboarding process for each resident and may offer a “Letter of Intent” to teach in Denton ISD following the conclusion of the UNT residency program.
2. Employ residents as part-time district employees, with hours per week varying across the year, with a schedule agreed upon by the university and district. Residents will co-teach with their mentor teachers 3 days a week and participate in UNT coursework/seminar up to 2 days a week. Residents will be due the normal rights and responsibilities of district employees. Employment shall be on an at-will basis, and nothing contained herein shall be construed to create an employment contract between residents and Denton ISD.
3. Provide funding to pay the residents for the school year at \$20,000 salary plus appropriate fringe benefit amounts.
4. Provide quarterly mentor training or professional development opportunities for all mentors to address questions, concerns, and improve the co-teaching process.
5. Provide placement opportunities in ethnically, linguistically, and socio-economically diverse communities and populations. For the residency, the host schools (no more than 4 per cohort) shall be reasonably near to each other geographically.
6. Designate adequate meeting space for facilitating teacher residency for on-site methods course delivery and/or seminars.

7. Not recruit teacher residents away from the program as teachers of record prior to their completion of the full teacher education program.
8. Consult with the UNT Director of Clinical Practice before assigning a resident as a full-day substitute.
9. The school district & UNT will select mentor teachers who are highly qualified and certified in their content area with 3 or more years of experience. The mentor teachers must be willing to mentor teacher candidates. Residents will co-teach for the entire school year with one mentor teacher while also having regular opportunities to visit other content teachers within the school district. Mentor teachers will be in compliance with all applicable national and state accreditation requirements, as well as the criteria for quality established between UNT and the district. Mentor teachers and school administrators shall be advised of their responsibility to meet with field supervisors from UNT, per the Texas Administrative Code, Chapter 228.
10. Collaborate with UNT in providing orientation activities for residents, host teachers, and UNT personnel.
11. Participate in quarterly meetings between school administrators, district administrators, and UNT personnel to discuss the residency program and any concerns.
12. The School District will assist UNT in the assessment and feedback of individual residents and of the residency program by completing assessment forms provided by UNT in a timely manner.

A public-school campus may accept a teacher candidate from a university other than UNT. Notwithstanding the preceding sentence, the School District must adhere to the terms of this Agreement, regardless of the presence of another university's teacher candidate on a campus.

IV. Miscellaneous

1. UNT teacher candidates are held to the Code of Ethics and Standard Practices for Texas Educators as printed in the Handbook. Teacher candidates shall comply with state regulations, written local school board policies, and other applicable state and federal laws.
2. The School District will promptly notify UNT in writing of any teacher candidate conduct that may violate the policies of UNT, the School District or the Code of Ethics and Standard Practices for Texas Educators. In the event a teacher candidate is to be suspended or dismissed from any placement, the School District will follow Denton ISD Procedures and Processes for Suspension and Termination. Additionally, the School District will notify UNT before finalizing such action, unless immediate removal is required by law or to protect the health and safety of minors.
3. Each party agrees to hold student information, including any personally identifiable student information or education records as those terms are defined under federal law ("Confidential Data")

in strict confidence and warrants to the other party that it will use reasonable industry practices to establish and maintain adequate procedures to ensure the confidentiality and privacy of such Confidential Data from unauthorized use or disclosure in violation of FERPA and not to use or disclose Confidential Data except as permitted or required by this Agreement, as required by law, or as otherwise authorized by the other party in writing. Each party further agrees not to use Confidential Data for any purpose other than the purpose for which the disclosure to the party was made. Each party shall continue to maintain the confidentiality and privacy of the Confidential Data after termination, expiration or other conclusion of this Agreement.

4. Nothing herein shall be deemed to create any association, partnership, joint venture, joint enterprise, or agency relationship between the Parties. In providing the foregoing services, the parties shall act as independent contractors.

5. The failure of either party to enforce any provision, to exercise any available remedy, or to demand the prompt performance of any obligation under this Agreement shall not be construed as a waiver or limitation of any right or remedy.

6. This Agreement and the rights and duties hereunder shall not be assigned by either party without the express written consent of the other party.

7. This writing constitutes the entire Agreement by the Parties. No later modification of this Agreement shall have force or effect unless set forth in writing and executed by authorized representatives of both Parties.

8. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas. This Agreement is entered into Denton County and venue for any legal proceeding regarding this Agreement shall be in Denton County.

9. In the event of a conflict between this MOU and the Residency Handbook, the terms of this MOU will govern.

Signature Page to Follow

IN WITNESS WHEREOF, the Parties have caused their duly authorized representatives to execute this Agreement to be effective as of the Effective Date.

UNIVERSITY OF NORTH TEXAS

By: _____

Name: _____

Title: _____

Date: _____

DENTON INDEPENDENT SCHOOL DISTRICT

By: _____

Name: _____

Title: _____

Date: _____