

RECEIVED

JAN 06 2015

SCHOOL OF EDUCATION
AND PROFESSIONAL STUDIES

MEMORANDUM OF UNDERSTANDING (MOU)

Between

Eastern Connecticut State University (School of Education and Professional Studies/Graduate Division)
Coventry School District, Coventry, CT

This is an agreement between the "Eastern Connecticut State University's School of Education and Professional Studies /Graduate Division" hereinafter called the Eastern and the "Coventry School District" hereinafter called The District.

I. PURPOSE & SCOPE

The purpose of this MOU is to clearly identify the roles and responsibilities of each party as they relate to the coordinated efforts to support the articulated collaborative between the two institutions known as the Internship Program.

Both Eastern and The District shall engage in activities that support the mutual development of the Internship Program mentioned above as well as Eastern students, or candidates, participating in the program. Said activities shall comply with all rules and regulations established by their respective boards of directors and/or governing bodies.

II. EASTERN RESPONSIBILITIES UNDER THIS MOU

Eastern shall undertake the following activities:

- Provide qualified practitioners who will serve in the capacity as full-time clinical intern within the District for no less than one academic year, defined by the District or two consecutive semesters, known as the Internship Program.
- Collaborate with the District for the selection and evaluation of candidates participating in the Internship Program.
- Collaborate with the District to provide an orientation for the program.
- Collaborate with the District for the development and evaluation of the Internship Program, including, but not limited to, professional development and dissemination of evaluation findings.
- Provide routine supervision of candidates on an ongoing basis.
- Recognize the District in all public communications associated with said activities.
- **Make clear that all interns are subject to the Coventry Board of Education policies, rules and regulations during the period of the internship, including but not limited to those associated with student privacy.**

III. THE DISTRICT'S RESPONSIBILITIES UNDER THIS MOU

The District shall undertake the following activities:

- Provide at least one classroom with a qualified faculty by which candidates may complete State competencies for field and clinical experiences during the Internship Program.
- Provide professional development to participating candidates and Eastern faculty/administration on district policies and procedures associated with the Internship Program.

- Collaborate with Eastern faculty/administrator(s) in the selection of candidates and the evaluation of candidates and the Internship Program.
- Provide Eastern faculty with the opportunity to engage in professional research related to the collaborative activities here within, contingent upon expressed consent.
- Recognize Eastern in all public communications associated with said activities.

IV. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. *During the Internship Program, the participating District site will limit other student teachers/interns not associated with the program for the first two years of this MOU.*
2. *The duration of the Internship Program shall be amicably and mutually determined. **Either party may end the Internship Program by way of thirty (30) days written notice to the other party.***

V. RECORD RETENTION

All records of collaboration among Eastern and The District related to the aforementioned shall be retained in accordance with State of Connecticut Records Retention laws and schedules.

VI. INTEREST AND AUTHORITY

This MOU recognizes Eastern Connecticut State University and Coventry School District as individual entities, upon which the conditions of this agreement shall not infringe upon the reputation, property, bylaws, and rights of the other.

VII. EFFECTIVE DATE AND SIGNATURE

This MOU shall be effective upon the signature of Eastern Connecticut State University's and Coventry School District's authorized officials. It shall be in force from [December, 16, 2015]. Either party may initiate the dissolution of this MOU with notice of no fewer than **three (3) months**.

Eastern Connecticut State University and Coventry School District indicate agreement with this MOU by their signatures.

Signatures and dates



David J. Petrone, Superintendent
Coventry Public Schools



Dr. Dimitrios Pachis
Interim, Provost and Vice President Academic Affairs

1-4-16
Date

January 21, 2016
Date