

**Roane County Board of Education and West Virginia University at**

**Parkersburg Articles of Agreement**

**For College Teacher Candidates and Student Teachers**

This agreement made by and between Roane County Board of Education and **West Virginia University at Parkersburg** is for the purpose of setting forth the responsibilities of the institution of Higher Education and the Roane County Board of Education, and shall be a continuing agreement until June 30, 2021 at which time it shall be renewed or dissolved by mutual consent of both parties.

**I. West Virginia University at Parkersburg**

- A. Affirms that all students are bona fide students of the institution and requesting placement in the county.
- B. Affirms that all students will be placed at teaching stations by following the Roane County Board of Education's procedure for securing proper placement and selection of professionally certified cooperating teachers where practical
- C. Affirms that all students placed have met the minimum course work required at the level appropriate for pre-service or student teaching experience(s).
- D. Affirms that the students will be properly supervised by **West Virginia University at Parkersburg** personnel.
- E. Affirms that **West Virginia University at Parkersburg** personnel will consult with proper county school administrators and teachers on the progress or lack of progress of teacher candidates or student teachers.
- F. Affirms that any honorarium or tuition waiver for principals and/or teachers of cooperating schools is provided throughout the county.
- G. Affirms that all students working in Roane County Schools have background screening either by the county or affidavits are supplied that show such has been completed within 90 days of the assignment in the first field experience and in student teaching.
- H. Affirms that a Certificate of insurance for students accompanies these Articles of Agreement.
- I. Affirms that student teacher candidates have completed all requirements for West Virginia Department of Education Clinical Experience Permit.

**II. Roane County Board of Education**

- A. Affirms that it will permit student teachers to practice teach and become involved in other educational activities in the county to permit broadening the students' experience.
- B. Affirms that it will place all teacher candidates and student teachers on the Board Agenda and make their presence and assignment(s) in the county a part of the Board Minutes, thereby recognizing their official acceptance in the county school system.

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- C. Provides adequate counseling/in-service for teacher candidates and student teachers by addressing county and school location policy to enhance the students' knowledge of the system and the rules and regulations under which all employees must comply in carrying out their regular duties.
- D. Affirms that it will cooperate with personnel from **West Virginia University at Parkersburg** in the selection of the site(s) and stations(s) for the pre-service and student teaching experiences.
- E. Affirms that if a conflict shall arise during the student's practice teaching experience, that appropriate **West Virginia University at Parkersburg** personnel will be contacted to resolve said problem in an amenable manner, with minimal trauma to students, the student teacher, and staff members.
- F. Affirms **West Virginia University at Parkersburg** has contacted school for placement and assignment of supervising teachers and includes this information in their letter of approval of students assigned to schools.

This agreement is signed by both parties and shall become effective as dated below:



Dr. Christopher Gilmer, President  
West Virginia University at Parkersburg

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Dr. Richard Duncan, Superintendent  
Roane County Schools



Dr. David Lancaster, Division Chair of Education  
West Virginia University at Parkersburg