



JACKSONVILLE STATE UNIVERSITY

**College of Education and Professional Studies  
MEMORANDUM OF UNDERSTANDING  
2021 – 2024**

This Memorandum of Understanding (MOU) serves to memorialize the terms of an agreement between Jacksonville State University College of Education and Professional Studies (JSU CEPS) and the Local Education Agency (LEA) herein after named to collaboratively participate in the development, implementation, and assessment of teacher education for teacher candidates, as well as to increase P-12 student achievement. The intent is to form mutually beneficial and effective university and P-12 clinical partnerships and practice. This agreement specifies the roles and responsibilities of JSU CEPS and the LEA regarding a shared partnership for clinical preparation, clinical educators, and clinical experiences.

**JSU CEPS and the LEA Agree as Follows:**

**A. Mutual Agreement:**

**Partnerships for Clinical Preparation**

- Co-construct mutually beneficial P-12 school arrangements/placements for clinical preparation.
- Share responsibility for continuous improvement of candidate preparation.
- Share accountability for candidate outcomes.

**Clinical Educators**

- Co-select, prepare, evaluate, support, and retain high-quality clinical educators, both university and school-based, who demonstrate a positive impact on candidates' development and P-12 student learning and development.
- Collaborate to establish, maintain, and refine criteria for selection, professional development, performance evaluation, continuous improvement, and retention of clinical educators in all clinical placement settings.

**Clinical Experiences**

- Coordinate practicum/internship experiences, from placement through completion, with the district-appointed representative(s).
- Collaborate with academic departments to design clinical experiences of sufficient depth, breadth, coherence, and duration to ensure that candidates demonstrate developing effectiveness and positive impact on all students' learning and development.

**Program Impact Case Study**

- Invite randomly selected completers to participate in program impact study.
- Coordinate with district-appointed representative(s) to gauge completers' program impact on K-12 student learning.
- Structured observation of teaching, collect evidence of student learning, and invite participants to focus group sessions.
- CEUs awarded to completers for participation.

**B. JSU CEPS Responsibilities:**

- Provide qualified university supervisors who meet ALSDE experience requirements.
- Work with the LEA to select appropriate field-based cooperating teachers.
- Coordinate clinical experiences, from placement through completion, with the local district-appointed coordinator.
- Provide JSU Scholarship Credit and CEUs to participating cooperating teachers.

- Verify clear criminal background check as required by the Alabama State Department of Education and professional liability insurance of teacher candidates.
- Ensure candidates follow the policies, standards, and practices established by JSU CEPS and LEA.

**C. LEA Responsibilities:**

- Ensure cooperating teachers have the necessary credentials for teaching field placements.
  - a. Practicum: Minimum Class B Professional Educator Certificate and currently teaching classes in the candidate’s area(s) of specialization.
  - b. Internship: Minimum of Class A Professional Educator Certificate or National Board Certification plus three years’ experience in their field of specialization and currently teaching classes in the candidate’s area(s) of specialization. If no Class A or National Board Certified teacher in the candidate’s area(s) of specialization, then the unit head may document and grant an exception for a CT who meets the other criteria but holds a Class B Professional Educator Certificate.
- Support JSU Co-Teaching Model.
  - a. Online Co-Teaching Training Module (3 clock hours of CEU’s awarded).
- Assist in gaining permission for videotaping classroom teaching for teacher candidate assessment (example: edTPA requirements).
  - a. Taping is solely for training and supervision purposes only and may not be otherwise used, distributed, displayed, or viewed by any person or persons not specifically authorized.
- Allow access to selected completers for Program Impact Case Study.

This agreement will be effective when executed by both parties and continue in effect for the 2021-2024 academic years. Thereafter, it will be automatically renewed for a period of the following three academic years; provided that either party may, at any time, with or without cause, cancel this agreement, or any renewal and extension thereof, by providing the other party with thirty (30) days advanced notice in writing. However, any such termination will not become effective with respect to any JSU student then participating in an internship or practicum experience until that student’s scheduled training is complete. Both parties also have the option to review the MOU annually.

Whereas, the undersigned, duly authorized representatives of the parties enter this agreement on behalf of their respective organizations.

**AGREED TO BY:**

School System \_\_\_\_\_

JSU College of Education and Professional Studies

\_\_\_\_\_  
School Superintendent or Designee

\_\_\_\_\_  
Dr. Kimberly White, Dean

Date \_\_\_\_\_

Date \_\_\_\_\_

APPROVED AS TO FORM, JSU LEGAL