

# Governors State University Division of Education

## Memorandum of Understanding Incumbent Workforce Partnership Agreement

This memorandum of understanding is entered between the Governors State University (GSU) College of Education, \_\_\_\_\_ (the District or Child Care Center Name), and \_\_\_\_\_ (the Candidate Name) pursuant to the GSU-District Collaboration Agreement dated \_\_\_\_\_ (Today's Date) for the duration of the Governors State University teacher preparation program for a maximum of \_\_\_\_\_ years (**NUMBER OF ACADEMIC YEARS 1-6**) to achieve a Professional Educator License ("PEL").

### **Overview:**

Illinois faces a dramatic teacher shortage, and the lack of diverse teachers is just as severe and important as the overall teacher shortage. The Pipeline to Teaching Consortium ("Consortium") aims to build the Candidate into a strong, well-prepared teacher through a transformational, grow-your-own process addressing the teacher shortage and student learning by providing high-quality, accessible pathways to become a teacher.

### **Vision of GSU-District Partnership:**

The vision is to create an innovative, dynamic, and sustained partnership that will promote opportunities and equity with mutual benefits to partners. To achieve this vision, partners will engage in collaborative planning, recruitment, and support to retain effective teachers.

### **Mission of Partnership:**

The mission of the Pipeline to Teaching Consortium is to improve student learning, by continuously supplying well-prepared teachers with Professional Educator Licensure.



# Governors State University

## Division of Education

### Goals:

The goal of this initiative is to create a continuous grow-your-own pipeline to teaching through collaboration between GSU and partner Local Education Agencies (LEAs) in the Chicago Southland region.

The Collaborative will design a teacher licensure pathway designed to:

- Meet the teacher demands (shortage) of local rural and south suburban districts (Title I schools)
- Provide low-cost education to the candidates
- Support candidate and new teachers through quality mentorship
- Increase teacher diversity
- Deliver courses that are amenable to Candidates' schedule
- Include job-embedded field experiences and student teaching

### Governors State University agrees to:

- Explain the program requirements to Candidate
- Provide support and coaching to Candidate through the admissions process
- Connect Candidate to financial support through the GSU Office of Financial Aid
- Provide academic advising support
- Provide access to academic supports, including the GSU Academic Resource Center
- Deliver instruction amenable to Candidate's schedule (evenings, weekends, hybrid)
- Entitle Candidate for Professional Educator Licensure upon successful completion
- Evaluate and share Candidate's performance with the District

### [Name of School District] agrees to:

- Provide access to financial support for the Candidate
- Furnish a qualified mentor teacher\* for the Candidate each field experience including student teaching
- Provide opportunities for job-embedded field experiences and observations
- Provide access for the Candidate to observe and teach during clinical experiences as described in the course syllabus
- Provide access to materials for candidates to plan for instruction.
- Provide access for the Candidate to have instructional time for student teaching as described in the course syllabus, specifically, assuming lead teacher role in one content area/period beginning by week 3, gradually increasing in planning and teaching responsibility to all subjects/ periods in weeks 9-15.
- Provide access for University Supervisor to observe the Candidate
- Prioritize the Candidate for teaching position within the District upon eligibility for a PEL

### Early Childhood Placements ONLY:

It is important that early childhood teacher candidates participate in field experiences representing the licensure range of developmental areas: (1) Infant/Toddler, (2) Preschool/Kindergarten, and (3) First/Second grade.



# Governors State University

## Division of Education

With that, candidates need experience in developmental areas outside of their current job placement. Candidates will need release time to complete field hours in placements that may not be available in their current school or center as outlined below:

- Field Experience 1: Infant/Toddler classroom minimum 35 total contact hours
  - 2 lesson plans and teaching experiences
- Field Experience 2: Preschool/Kindergarten classrooms: minimum 35 total hours
  - 2 lesson plans and teaching experiences
- Field Experiences 3/4: 1<sup>st</sup> or 2<sup>nd</sup> grade classroom: minimum 75 total hours
  - 5 lesson plans and teaching experiences

### The Candidate agrees to:

- Meet with assigned Advisor/Program Coordinator each term
- Pursue all means of financial support available (per guidance given by GSU)
- Access academic support systems available, as needed
- Seek counseling and health services available, as needed
- Dedicate extensive personal time for the completion of studies and course requirements
- Work with advisor to create and follow a plan for work/life balance goals and a framework for personal and professional success
- Maintain benchmark goals (GPA, dispositions, content test, professional portfolio, applications)
- Meet course expectations
- Participate in student teaching seminars and conferences
- Implement feedback provided during conferences with Mentor Teacher(s) and University Supervisor
- Commit to remain in the school district for specified number of years (optional)
- Allow university to track and share Candidate status and data\* with school district administration
- Allow school district to share employment status with university
- Permit university and district to share aggregated, anonymized data\* with external agencies for purposes to include but not limited to seeking grant funding, program improvement, and replicating programs

### Terms of Agreement and Termination:

Any party may terminate this Agreement at any time, with or without cause, upon ninety (90) days' prior written notice to the other parties. In the event that this Agreement is terminated by either GSU or the District, if the Candidate is participating in the practical learning and clinical educational experiences at the time of termination, then the Candidate shall be allowed to complete such assignment under the terms and conditions herein set forth. The Candidate is automatically terminated if the Candidate separates from the District.



# Governors State University Division of Education

POSITION	NAME	SIGNATURE	DATE
GSU Chair of Division of Education			
GSU Dir Educator Preparation			
GSU Program Coordinator			
District Superintendent			
School Principal			
Candidate			

## **\*Definitions**

Candidates - GSU accepted students enrolled in an educator preparation program.

Consortium - An association of GSU and local school districts organizations or governments with the objective of participating in a common activity or pooling their resources for achieving a common goal to recruit new teachers and increase teacher diversity.

Data - this may include but not limited to enrollment, status, performance, progress.

Data Share Agreement - A data-sharing agreement is a formal contract that clearly documents what data are being shared and how the data can be used. The Data Share Agreement prevents miscommunication on the part of the provider of the data and the agency receiving the data by making certain that any questions about data use are discussed.

Mentor Teacher - is the employee of the local education agency / partnering school district and serves as the teaching model who supports and monitors candidates as they begin an intensive and sustained period of learning to teach in a context of practice. A full list of University Mentor responsibilities can be located in the GSU Student Teaching Handbook.

University Supervisor - is the employee of GSU and serves as the liaison between the student teacher, the mentor/cooperating teacher, and the university. A full list of the University Supervisor responsibilities can be found in the GSU Student Teaching Handbook.

