

STANDARD CANDIDATE / PRACTICUM / INTERNSHIP / PLACEMENT AGREEMENT FOR UNDERGRADUATE AND GRADUATE CANDIDATES

This agreement made as of the date signed below, between COCALICO SCHOOL DISTRICT (hereafter called School) and EASTERN MENNONITE UNIVERSITY (hereafter called University).

WHEREAS, the University has established Bachelor of Arts/Bachelor of Science undergraduate degree and advanced degree programs in Teacher Education selected areas and school counseling that lead to state licensure in Virginia.

WHEREAS, the School, a provider of public elementary and secondary education, is supportive of providing direct field experience for undergraduate and graduate candidates enrolled in the University.

NOW THEREFORE, it is mutually agreed by and between the parties that

I. Responsibilities of the School shall include:

- A. Planning and assignment of educational experiences in cooperation with the University.
- B. Supervision of undergraduate and graduate candidates in observation, practicum and/or internships with pupils, and assign duties appropriate to the school settings that meet School and University requirements and/or capabilities.
- C. Counseling and guidance of candidate by cooperating teacher or site supervisor.
- D. Evaluation of the candidate based on University Standards.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the University.

II. Responsibilities of the University shall include:

- A. Identification of candidates by name with University Placement Forms to the appropriate School Administrator responsible for coordinating the candidate/practicum/intern program at least two weeks in advance of placements. (Exception can be made in the two-week notice due to extenuating circumstances by agreement of the School and the University.)
- B. By providing information to the School regarding educational experience, background of candidate, and performance criteria for candidate evaluations.
- C. Maintaining on file evidence of health status at the time of enrollment in the University.
- D. Maintain adequate professional liability insurance for candidates.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the school.

III. Specific terms of agreement:

- A. There will be no compensation or stipend for the candidate at the school site.
- B. Eastern Mennonite University will provide honorarium payments to approved cooperating teachers or site supervisors providing service to the University.
- C. Candidates will observe School rules and regulations. Orientation will be provided by the school to acquaint the candidate with School rules and regulations. The University will provide in-service to the candidate regarding expectations for working within the confines of the school classroom setting.
- D. Should a disagreement arise during a candidate's teaching, practicum, observation, or internship experience, it will be mediated by the designate university supervisor, and the School Principal. The School retains the right to terminate the candidate placement.
- E. This agreement may be canceled by either party giving written notice to the other party of this agreement, ninety (90) days in advance of the desired cancellation date.

COCALICO SCHOOL DISTRICT

Bruce L. Sensenig 12/1/2010
Dr. Bruce L. Sensenig Date
Superintendent

EASTERN MENNONITE UNIVERSITY

Donovan D. Steiner 12/03/10
Donovan D. Steiner, PhD Date
Director of M.A in Education

David P. Glanzer 12/15/10
David P. Glanzer, PhD Date
Graduate Dean

Fred Kniss 12/16/10
Fred Kniss, PhD Date
Provost

STANDARD CANDIDATE / PRACTICUM / INTERNSHIP / PLACEMENT AGREEMENT FOR UNDERGRADUATE AND GRADUATE CANDIDATES

This agreement made as of the date signed below, between CONESTOGA VALLEY SCHOOL DISTRICT (hereafter called School) and EASTERN MENNONITE UNIVERSITY (hereafter called University).

WHEREAS, the University has established Bachelor of Arts/Bachelor of Science undergraduate degree and advanced degree programs in Teacher Education selected areas and school counseling that lead to state licensure in Virginia.

WHEREAS, the School, a provider of public elementary and secondary education, is supportive of providing direct field experience for undergraduate and graduate candidates enrolled in the University.

NOW THEREFORE, it is mutually agreed by and between the parties that

I. Responsibilities of the School shall include:

- A. Planning and assignment of educational experiences in cooperation with the University.
- B. Supervision of undergraduate and graduate candidates in observation, practicum and/or internships with pupils, and assign duties appropriate to the school settings that meet School and University requirements and/or capabilities.
- C. Counseling and guidance of candidate by cooperating teacher or site supervisor.
- D. Evaluation of the candidate based on University Standards.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the University.

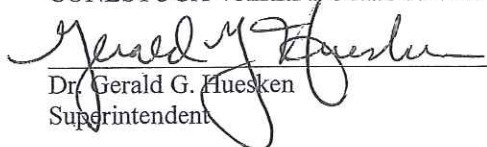
II. Responsibilities of the University shall include:

- A. Identification of candidates by name with University Placement Forms to the appropriate School Administrator responsible for coordinating the candidate/practicum/intern program at least two weeks in advance of placements. (Exception can be made in the two-week notice due to extenuating circumstances by agreement of the School and the University.)
- B. By providing information to the School regarding educational experience, background of candidate, and performance criteria for candidate evaluations.
- C. Maintaining on file evidence of health status at the time of enrollment in the University.
- D. Maintain adequate professional liability insurance for candidates.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the school.

III. Specific terms of agreement:

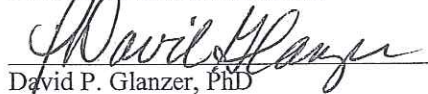
- A. There will be no compensation or stipend for the candidate at the school site.
- B. Eastern Mennonite University will provide honorarium payments to approved cooperating teachers or site supervisors providing service to the University.
- C. Candidates will observe School rules and regulations. Orientation will be provided by the school to acquaint the candidate with School rules and regulations. The University will provide in-service to the candidate regarding expectations for working within the confines of the school classroom setting.
- D. Should a disagreement arise during a candidate's teaching, practicum, observation, or internship experience, it will be mediated by the designate university supervisor, and the School Principal. The School retains the right to terminate the candidate placement.
- E. This agreement may be canceled by either party giving written notice to the other party of this agreement, ninety (90) days in advance of the desired cancellation date.

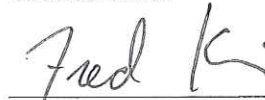
CONESTOGA VALLEY SCHOOL DISTRICT

 12/7/10
Dr. Gerald G. Huesken Date
Superintendent

EASTERN MENNONITE UNIVERSITY

 12/16/10
Donovan D. Steiner, PhD Date
Director of M.A in Education

 12/16/10
David P. Glanzer, PhD Date
Graduate Dean

 12/16/10
Fred Kniss, PhD Date
Provost

STANDARD CANDIDATE / PRACTICUM / INTERNSHIP / PLACEMENT AGREEMENT FOR UNDERGRADUATE AND GRADUATE CANDIDATES

This agreement made as of the date signed below, between EASTERN LANCASTER COUNTY SCHOOL DISTRICT (hereafter called School) and EASTERN MENNONITE UNIVERSITY (hereafter called University).

WHEREAS, the University has established Bachelor of Arts/Bachelor of Science undergraduate degree and advanced degree programs in Teacher Education selected areas and school counseling that lead to state licensure in Virginia.

WHEREAS, the School, a provider of public elementary and secondary education, is supportive of providing direct field experience for undergraduate and graduate candidates enrolled in the University.

NOW THEREFORE, it is mutually agreed by and between the parties that

I. Responsibilities of the School shall include:

- A. Planning and assignment of educational experiences in cooperation with the University.
- B. Supervision of undergraduate and graduate candidates in observation, practicum and/or internships with pupils, and assign duties appropriate to the school settings that meet School and University requirements and/or capabilities.
- C. Counseling and guidance of candidate by cooperating teacher or site supervisor.
- D. Evaluation of the candidate based on University Standards.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the University.

II. Responsibilities of the University shall include:

- A. Identification of candidates by name with University Placement Forms to the appropriate School Administrator responsible for coordinating the candidate/practicum/intern program at least two weeks in advance of placements. (Exception can be made in the two-week notice due to extenuating circumstances by agreement of the School and the University.)
- B. By providing information to the School regarding educational experience, background of candidate, and performance criteria for candidate evaluations.
- C. Maintaining on file evidence of health status at the time of enrollment in the University.
- D. Maintain adequate professional liability insurance for candidates.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the school.

III. Specific terms of agreement:

- A. There will be no compensation or stipend for the candidate at the school site.
- B. Eastern Mennonite University will provide honorarium payments to approved cooperating teachers or site supervisors providing service to the University.
- C. Candidates will observe School rules and regulations. Orientation will be provided by the school to acquaint the candidate with School rules and regulations. The University will provide in-service to the candidate regarding expectations for working within the confines of the school classroom setting.
- D. Should a disagreement arise during a candidate's teaching, practicum, observation, or internship experience, it will be mediated by the designate university supervisor, and the School Principal. The School retains the right to terminate the candidate placement.
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EASERN LANCASTER COUNTY SCHOOL DISTRICT



Dr. Robert M. Hollister
Superintendent

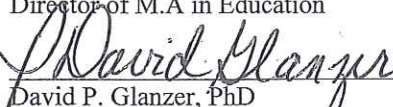
Date

EASTERN MENNONITE UNIVERSITY



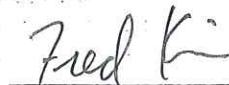
Donovan D. Steiner, PhD
Director of M.A in Education

12/16/10
Date



David P. Glanzer, PhD
Graduate Dean

12/15/10
Date



Fred Kniss, PhD
Provost

12/16/10
Date

**STANDARD CANDIDATE / PRACTICUM / INTERNSHIP / PLACEMENT AGREEMENT
FOR UNDERGRADUATE AND GRADUATE CANDIDATES**

This agreement made as of the date signed below, between LAMPETER-STRASBURG SCHOOL DISTRICT (hereafter called School) and EASTERN MENNONITE UNIVERSITY (hereafter called University).

WHEREAS, the University has established Bachelor of Arts/Bachelor of Science undergraduate degree and advanced degree programs in Teacher Education selected areas and school counseling that lead to state licensure in Virginia.

WHEREAS, the School, a provider of public elementary and secondary education, is supportive of providing direct field experience for undergraduate and graduate candidates enrolled in the University.

NOW THEREFORE, it is mutually agreed by and between the parties that

I. Responsibilities of the School shall include:

- A. Planning and assignment of educational experiences in cooperation with the University.
- B. Supervision of undergraduate and graduate candidates in observation, practicum and/or internships with pupils, and assign duties appropriate to the school settings that meet School and University requirements and/or capabilities.
- C. Counseling and guidance of candidate by cooperating teacher or site supervisor.
- D. Evaluation of the candidate based on University Standards.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the University.

II. Responsibilities of the University shall include:

- A. Identification of candidates by name with University Placement Forms to the appropriate School Administrator responsible for coordinating the candidate/practicum/intern program at least two weeks in advance of placements. (Exception can be made in the two-week notice due to extenuating circumstances by agreement of the School and the University.)
- B. By providing information to the School regarding educational experience, background of candidate, and performance criteria for candidate evaluations.
- C. Maintaining on file evidence of health status at the time of enrollment in the University.
- D. Maintain adequate professional liability insurance for candidates.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the school.

III. Specific terms of agreement:

- A. There will be no compensation or stipend for the candidate at the school site.
- B. Eastern Mennonite University will provide honorarium payments to approved cooperating teachers or site supervisors providing service to the University.
- C. Candidates will observe School rules and regulations. Orientation will be provided by the school to acquaint the candidate with School rules and regulations. The University will provide in-service to the candidate regarding expectations for working within the confines of the school classroom setting.
- D. Should a disagreement arise during a candidate's teaching, practicum, observation, or internship experience, it will be mediated by the designate university supervisor, and the School Principal. The School retains the right to terminate the candidate placement.
- E. This agreement may be canceled by either party giving written notice to the other party of this agreement, ninety (90) days in advance of the desired cancellation date.

LAMPETER-STRASBURG SCHOOL DISTRICT

Dr. Robert A. Frick 12-2-10
Date
Superintendent

EASTERN MENNONITE UNIVERSITY

Donovan D. Steiner 12/16/10
Date
Director of M.A in Education

David P. Glanzer 12/15/10
Date
Graduate Dean

Fred Kniss 12/16/10
Date
Provost

STANDARD CANDIDATE / PRACTICUM / INTERNSHIP / PLACEMENT AGREEMENT FOR UNDERGRADUATE AND GRADUATE CANDIDATES

This agreement made as of the date signed below, between LANCASTER MENNONITE SCHOOL (hereafter called School) and EASTERN MENNONITE UNIVERSITY (hereafter called University).

WHEREAS, the University has established Bachelor of Arts/Bachelor of Science undergraduate degree and advanced degree programs in Teacher Education selected areas that lead to state licensure in Virginia.

WHEREAS, the School, a provider of public elementary and secondary education, is supportive of providing direct field experience for undergraduate and graduate candidates enrolled in the University.

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I. Responsibilities of the School shall include:

- A. Planning and assignment of educational experiences in cooperation with the University.
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- C. Counseling and guidance of candidate by cooperating teacher or site supervisor.
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- A. Identification of candidates by name with University Placement Forms to the appropriate School Administrator responsible for coordinating the candidate/practicum/intern program at least two weeks in advance of placements. (Exception can be made in the two-week notice due to extenuating circumstances by agreement of the School and the University.)
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- C. Maintaining on file evidence of health status at the time of enrollment in the University.
- D. Maintain adequate professional liability insurance for candidates.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the school.

III. Specific terms of agreement:

- A. There will be no compensation or stipend for the candidate at the school site.
- B. Eastern Mennonite University will provide honorarium payments to approved cooperating teachers or site supervisors providing service to the University.
- C. Candidates will observe School rules and regulations. Orientation will be provided by the school to acquaint the candidate with School rules and regulations. The University will provide in-service to the candidate regarding expectations for working within the confines of the school classroom setting.
- D. Should a disagreement arise during a candidate's teaching, practicum, observation, or internship experience, it will be mediated by the designate university supervisor, and the School Principal. The School retains the right to terminate the candidate placement.
- E. This agreement may be canceled by either party giving written notice to the other party of this agreement, ninety (90) days in advance of the desired cancellation date.

LANCASTER MENNONITE SCHOOL

Richard Thomas 07/30/2012
Mr. J. Richard Thomas Date
Superintendent

EASTERN MENNONITE UNIVERSITY

Cathy Smeltzer Erb 6/25/12
Dr. Cathy Smeltzer Erb Date
Chair of Undergraduate Teacher Education

Nancy Heisey 7/2/12
Dr. Nancy Heisey Date
Vice President and Undergraduate Academic Dean

Fred Kniss 6/29/12
Dr. Fred Kniss Date
Provost

Donovan D. Steiner 6/27/12
Dr. Donovan D. Steiner Date
Director of M.A in Education

David Glanzer 7/9/12
Dr. David Glanzer Date
Graduate Dean

STANDARD CANDIDATE / PRACTICUM / INTERNSHIP / PLACEMENT AGREEMENT FOR UNDERGRADUATE AND GRADUATE CANDIDATES

This agreement made as of the date signed below, between MANHEIM CENTRAL SCHOOL DISTRICT (hereafter called School) and EASTERN MENNONITE UNIVERSITY (hereafter called University).

WHEREAS, the University has established Bachelor of Arts/Bachelor of Science undergraduate degree and advanced degree programs in Teacher Education selected areas and school counseling that lead to state licensure in Virginia.

WHEREAS, the School, a provider of public elementary and secondary education, is supportive of providing direct field experience for undergraduate and graduate candidates enrolled in the University.

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- C. Counseling and guidance of candidate by cooperating teacher or site supervisor.
- D. Evaluation of the candidate based on University Standards.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the University.

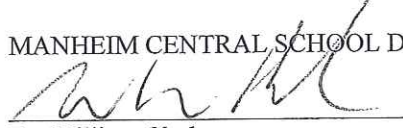
II. Responsibilities of the University shall include:

- A. Identification of candidates by name with University Placement Forms to the appropriate School Administrator responsible for coordinating the candidate/practicum/intern program at least two weeks in advance of placements. (Exception can be made in the two-week notice due to extenuating circumstances by agreement of the School and the University.)
- B. By providing information to the School regarding educational experience, background of candidate, and performance criteria for candidate evaluations.
- C. Maintaining on file evidence of health status at the time of enrollment in the University.
- D. Maintain adequate professional liability insurance for candidates.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the school.

III. Specific terms of agreement:

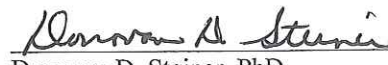
- A. There will be no compensation or stipend for the candidate at the school site.
- B. Eastern Mennonite University will provide honorarium payments to approved cooperating teachers or site supervisors providing service to the University.
- C. Candidates will observe School rules and regulations. Orientation will be provided by the school to acquaint the candidate with School rules and regulations. The University will provide in-service to the candidate regarding expectations for working within the confines of the school classroom setting.
- D. Should a disagreement arise during a candidate's teaching, practicum, observation, or internship experience, it will be mediated by the designate university supervisor, and the School Principal. The School retains the right to terminate the candidate placement.
- E. This agreement may be canceled by either party giving written notice to the other party of this agreement, ninety (90) days in advance of the desired cancellation date.

MANHEIM CENTRAL SCHOOL DISTRICT

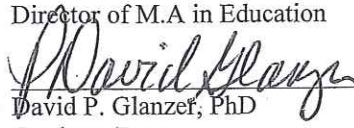

Dr. William Clark
Superintendent

12/2/10
Date

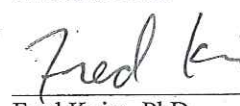
EASTERN MENNONITE UNIVERSITY


Donovan D. Steiner, PhD
Director of M.A in Education

12/16/10
Date


David P. Glanzer, PhD
Graduate Dean

12/15/10
Date


Fred Kniss, PhD
Provost

12/16/10
Date

STANDARD CANDIDATE / PRACTICUM / INTERNSHIP / PLACEMENT AGREEMENT FOR UNDERGRADUATE AND GRADUATE CANDIDATES

This agreement made as of the date signed below, between MANHEIM TOWNSHIP SCHOOL DISTRICT (hereafter called School) and EASTERN MENNONITE UNIVERSITY (hereafter called University).

WHEREAS, the University has established Bachelor of Arts/Bachelor of Science undergraduate degree and advanced degree programs in Teacher Education selected areas and school counseling that lead to state licensure in Virginia.

WHEREAS, the School, a provider of public elementary and secondary education, is supportive of providing direct field experience for undergraduate and graduate candidates enrolled in the University.

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- B. Supervision of undergraduate and graduate candidates in observation, practicum and/or internships with pupils, and assign duties appropriate to the school settings that meet School and University requirements and/or capabilities.
- C. Counseling and guidance of candidate by cooperating teacher or site supervisor.
- D. Evaluation of the candidate based on University Standards.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the University.

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- A. Identification of candidates by name with University Placement Forms to the appropriate School Administrator responsible for coordinating the candidate/practicum/intern program at least two weeks in advance of placements. (Exception can be made in the two-week notice due to extenuating circumstances by agreement of the School and the University.)
- B. By providing information to the School regarding educational experience, background of candidate, and performance criteria for candidate evaluations.
- C. Maintaining on file evidence of health status at the time of enrollment in the University.
- D. Maintain adequate professional liability insurance for candidates.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the school.

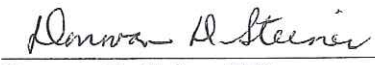
III. Specific terms of agreement:

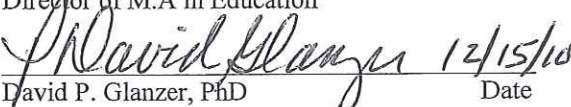
- A. There will be no compensation or stipend for the candidate at the school site.
- B. Eastern Mennonite University will provide honorarium payments to approved cooperating teachers or site supervisors providing service to the University.
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- D. Should a disagreement arise during a candidate's teaching, practicum, observation, or internship experience, it will be mediated by the designate university supervisor, and the School Principal. The School retains the right to terminate the candidate placement.
- E. This agreement may be canceled by either party giving written notice to the other party of this agreement, ninety (90) days in advance of the desired cancellation date.

MANHEIM TOWNSHIP SCHOOL DISTRICT


Dr. Gene Freeman Date
Superintendent

EASTERN MENNONITE UNIVERSITY

 12/07/10
Donovan D. Steiner, PhD Date
Director of M.A in Education

 12/15/10
David P. Glanzer, PhD Date
Graduate Dean

 12/16/10
Fred Kniss, PhD Date
Provost

STANDARD CANDIDATE / PRACTICUM / INTERNSHIP / PLACEMENT AGREEMENT FOR UNDERGRADUATE AND GRADUATE CANDIDATES

This agreement made as of the date signed below, between PALMYRA AREA SCHOOL DISTRICT (hereafter called School) and EASTERN MENNONITE UNIVERSITY (hereafter called University).

WHEREAS, the University has established Bachelor of Arts/Bachelor of Science undergraduate degree and advanced degree programs in Teacher Education selected areas and school counseling that lead to state licensure in Virginia.

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- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the University.

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- B. By providing information to the School regarding educational experience, background of candidate, and performance criteria for candidate evaluations.
- C. Maintaining on file evidence of health status at the time of enrollment in the University.
- D. Maintain adequate professional liability insurance for candidates.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the school.

III. Specific terms of agreement:

- A. There will be no compensation or stipend for the candidate at the school site.
- B. Eastern Mennonite University will provide honorarium payments to approved cooperating teachers or site supervisors providing service to the University.
- C. Candidates will observe School rules and regulations. Orientation will be provided by the school to acquaint the candidate with School rules and regulations. The University will provide in-service to the candidate regarding expectations for working within the confines of the school classroom setting.
- D. Should a disagreement arise during a candidate's teaching, practicum, observation, or internship experience, it will be mediated by the designate university supervisor, and the School Principal. The School retains the right to terminate the candidate placement.
- E. This agreement may be canceled by either party giving written notice to the other party of this agreement, ninety (90) days in advance of the desired cancellation date.

PALMYRA AREA SCHOOL DISTRICT

Dr. Collene Van Noord 11/30/10
Dr. Collene Van Noord Date
Superintendent

EASTERN MENNONITE UNIVERSITY

Donovan D. Steiner 12/03/10
Donovan D. Steiner, PhD Date
Director of M.A in Education

David P. Glanzer 12/15/10
David P. Glanzer, PhD Date
Graduate Dean

Fred Kniss 12/16/10
Fred Kniss, PhD Date
Provost

STANDARD CANDIDATE / PRACTICUM / INTERNSHIP / PLACEMENT AGREEMENT FOR UNDERGRADUATE AND GRADUATE CANDIDATES

This agreement made as of the date signed below, between SCHOOL DISTRICT OF LANCASTER (hereafter called School) and EASTERN MENNONITE UNIVERSITY (hereafter called University).

WHEREAS, the University has established Bachelor of Arts/Bachelor of Science undergraduate degree and advanced degree programs in Teacher Education selected areas and school counseling that lead to state licensure in Virginia.

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- D. Maintain adequate professional liability insurance for candidates.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the school.

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- C. Candidates will observe School rules and regulations. Orientation will be provided by the school to acquaint the candidate with School rules and regulations. The University will provide in-service to the candidate regarding expectations for working within the confines of the school classroom setting.
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- E. This agreement may be canceled by either party giving written notice to the other party of this agreement, ninety (90) days in advance of the desired cancellation date.

SCHOOL DISTRICT OF LANCASTER.


Pedro A. Rivera
Superintendent

Date 12/3/10

EASTERN MENNONITE UNIVERSITY

Donovan D. Steiner 12/16/10
Donovan D. Steiner, PhD Date
Director of M.A in Education

David P. Glanzer, PhD
Graduate Dean

12/15/10
Date

Fred Kniss, PhD
Provost

12/16/10
Date

STANDARD CANDIDATE / PRACTICUM / INTERNSHIP / PLACEMENT AGREEMENT FOR UNDERGRADUATE AND GRADUATE CANDIDATES

This agreement made as of the date signed below, between SOLANCO SCHOOL DISTRICT (hereafter called School) and EASTERN MENNONITE UNIVERSITY (hereafter called University).

WHEREAS, the University has established Bachelor of Arts/Bachelor of Science undergraduate degree and advanced degree programs in Teacher Education selected areas and school counseling that lead to state licensure in Virginia.

WHEREAS, the School, a provider of public elementary and secondary education, is supportive of providing direct field experience for undergraduate and graduate candidates enrolled in the University.

NOW THEREFORE, it is mutually agreed by and between the parties that

I. Responsibilities of the School shall include:

- A. Planning and assignment of educational experiences in cooperation with the University.
- B. Supervision of undergraduate and graduate candidates in observation, practicum and/or internships with pupils, and assign duties appropriate to the school settings that meet School and University requirements and/or capabilities.
- C. Counseling and guidance of candidate by cooperating teacher or site supervisor.
- D. Evaluation of the candidate based on University Standards.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the University.

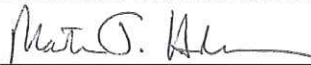
II. Responsibilities of the University shall include:

- A. Identification of candidates by name with University Placement Forms to the appropriate School Administrator responsible for coordinating the candidate/practicum/intern program at least two weeks in advance of placements. (Exception can be made in the two-week notice due to extenuating circumstances by agreement of the School and the University.)
- B. By providing information to the School regarding educational experience, background of candidate, and performance criteria for candidate evaluations.
- C. Maintaining on file evidence of health status at the time of enrollment in the University.
- D. Maintain adequate professional liability insurance for candidates.
- E. Identification/selection of cooperating teachers or site supervisors in cooperation with the school.

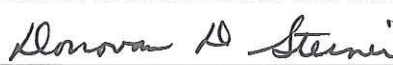
III. Specific terms of agreement:

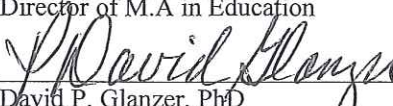
- A. There will be no compensation or stipend for the candidate at the school site.
- B. Eastern Mennonite University will provide honorarium payments to approved cooperating teachers or site supervisors providing service to the University.
- C. Candidates will observe School rules and regulations. Orientation will be provided by the school to acquaint the candidate with School rules and regulations. The University will provide in-service to the candidate regarding expectations for working within the confines of the school classroom setting.
- D. Should a disagreement arise during a candidate's teaching, practicum, observation, or internship experience, it will be mediated by the designate university supervisor, and the School Principal. The School retains the right to terminate the candidate placement.
- E. This agreement may be canceled by either party giving written notice to the other party of this agreement, ninety (90) days in advance of the desired cancellation date.

SOLANCO SCHOOL DISTRICT

 12/6/10
Dr. Martin J. Hudacs Date
Superintendent

EASTERN MENNONITE UNIVERSITY

 12/16/10
Donovan D. Steiner, PhD Date
Director of M.A in Education

 12/15/10
David P. Glanzer, PhD Date
Graduate Dean

 12/16/10
Fred Kniss, PhD Date
Provost

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("Memorandum") is made and entered on this 8th day of January, 2010, by and between Eastern Mennonite University ("EMU"), a Virginia college located in Harrisonburg, Virginia, and Lancaster-Lebanon Intermediate Unit 13 ("IU 13"), a Pennsylvania regional educational agency located in Lancaster, Pennsylvania.

IU 13 desires to establish a "Cohort Program" with EMU in which teachers employed by IU 13 may receive academic credit for graduate courses provided by IU 13. EMU desires to work with IU 13 in establishing the Cohort Program, and is willing to grant academic credit for these courses. In order to participate in the Cohort Program and obtain academic credit, teachers must be registered as graduate students at EMU in a designated graduate track program.

In connection with these purposes and goals, the parties mutually agree as follows:

1. **Course Approval.** All courses offered for credit by IU 13 must satisfy educational criteria established by EMU from time to time, including any accreditation standards of the Southern Association of Colleges and Schools ("SACS"). Course proposals should include a proposed schedule, syllabus, course description and requirements, and a curriculum vita for the proposed instructor. EMU will have the sole authority in deciding whether to approve a course for credit.

2. **Student Eligibility & Academic Credit.**

(a) The Cohort Program will be limited to teachers with a minimum of a Bachelor's Degree, who are currently employed by IU 13, and who are registered at EMU in accordance with EMU admissions deadlines, criteria, and procedures. Students who successfully complete a course will be given academic credit through the Master of Arts in Education Program at EMU. The course instructor(s) will determine the grading scale and will assess the academic performance of each student.

(b) EMU agrees to provide students in the Cohort Program with services and access to its facilities to the same extent that graduate students receive on campus as required by EMU and pursuant to state and federal law. Students will be governed by procedures and guidelines applicable to all EMU students and may be subject to disciplinary action, including dismissal from the course, as provided in the procedures and guidelines. Students will be responsible for the costs of EMU tuition, textbooks, and other expenses in connection with their enrollment at EMU. Academic credits earned by students will be added to their EMU transcripts without additional fees beyond the fees already paid by students to IU 13 and the fees paid by IU-13 to EMU.

3. **Faculty.**

(a) IU 13 will be responsible for providing all instructors for courses offered through the Cohort Program. All instructors must satisfy credentialing requirements established by EMU from time to time, including SACS standards. IU 13 agrees to provide EMU with all necessary documentation to establish the instructors' credentials, including academic transcripts.

(b) IU 13 will be solely responsible for compensating instructors provided by it as well as withholding applicable federal, state and local employment taxes and payroll insurance from instructors' salaries and wages, and providing employee benefit programs maintained for employees of IU 13, including pension, health or other benefit plans.

4. **Facilities.** IU 13 will be responsible for all expenses and providing all facilities, equipment, supplies, and support personnel necessary for the Cohort Program. IU 13 agrees to maintain all facilities and equipment in good operating condition and repair, and to provide for any required inspections.

5. **Fees.** IU 13 will pay EMU Seventy-Five Dollars (\$75) for each credit hour taken by students enrolled in the Cohort Program. Payment will be made within thirty (30) days after the beginning of the course. EMU will inform IU 13 of the designated contact person and other relevant information needed to facilitate this process through their business office.

6. **Termination.** This initial term of this Memorandum will be effective for one (1) academic year and will automatically renew for additional terms of one (1) academic year unless terminated as provided herein. This Memorandum may be terminated by either party upon the default by the other party of the terms or conditions of this Memorandum, which default remains uncorrected following thirty (30) days written notice by the non-defaulting party. In addition, either party may terminate on a without cause basis upon providing sixty (60) days written notice to the other party.

7. **Insurance & Indemnity.** Both parties will obtain and maintain comprehensive general liability insurance coverage in the minimum amount of One Million Dollars (\$1,000,000). Further, each party will be solely responsible for payment of workers' compensation premiums for their own employees. To the extent not covered by insurance, each party shall indemnify and hold the other party harmless against any loss, cost, claim, action, damage, obligation, demand, liability, judgment, verdict, settlement or expense (including reasonable attorney's and other consult fees and court costs) arising out of any act or omission of the indemnifying party, including the acts and omissions of the indemnifying party's employees, agents, and representatives, that occurs in connection with the Cohort Program.

8. **Independent Contractors.** The status of the parties under this Memorandum will be that of an independent contractor, and not that of an agent or employee. As independent contractors, the parties mutually agree to accept and be responsible for their own acts and omissions, as well as the acts or omissions of their own employees, agents, or representatives. Nothing in this agreement shall be construed to place the parties' responsibility for their own acts or omissions upon the other party. As independent contractors, employees of a party will not be eligible for, or otherwise entitled to, participate in employee benefit programs maintained and limited solely for employees of the other party, including pension, health or other fringe benefit plans.

9. **Non-Discrimination.** The parties hereunder agree to accept and treat all students, employees of the parties, and other persons involved in the Cohort Program in the same and equal manner regardless of their financial status, race, religion, national origin, age, sex, or

physical or mental handicap.

10. **Adherence to Law.** The provision of services pursuant to this Memorandum is subject to all applicable state and federal laws and regulations. This Memorandum shall be governed by, construed and enforced in accordance with, and subject to, the laws of the Commonwealth of Virginia.

11. **Additional Provisions.**

(a) Each person signing this Memorandum represents and warrants that he/she is duly authorized to sign this Memorandum on behalf of the party which such person purports to represent and that the Memorandum is a lawful and binding obligation to such party.

(b) The parties acknowledge that this Memorandum contains the entire agreement between the parties regarding the subject matter of this Memorandum and supersedes and replaces any and all prior oral and written agreements, arrangements or understandings between the parties to this Memorandum relating to its subject matter. This agreement cannot be amended or modified except by a writing signed by the parties.

(c) This Memorandum may be executed in counterparts, each of which will be considered an original. Facsimile copies may constitute an original.

IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be executed, all as of the date above written.

EASTERN MENNONITE UNIVERSITY

By: Fred Kniss

Name: Fred Kniss

Title: Provost

Dated: February 22, 2010

LANCASTER-LEBANON INTERMEDIATE UNIT 13

By: Brian Barnhart

Name: Brian Barnhart

Title: Assistant Executive Director

Dated: 02/09/10