

Adopted: February 14, 2000  
School Board Revised: December 8, 2014  
Contact Person: Executive Director of Learning and Teaching

## **POLICY 430            STUDENT TEACHERS**

### **I.        PURPOSE**

The School Board recognizes the importance of collaborating with institutions of higher learning to assist in the preparation of future teachers. The District will ensure this process is conducted in a manner that benefits Bloomington students.

### **II.      GENERAL STATEMENT OF POLICY**

- A.      The Academic Services Department will manage student teacher agreements and placements within the District.
  
- B.      Staff, and principals or the designees of principals, have the responsibility to nurture student teachers and to cooperate, to the extent possible, with the teacher preparation program that has sent the student teacher.

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## **REGULATION 430            STUDENT TEACHERS**

- A. The Academic Services Department will maintain a file of current agreements with colleges who wish to place student teachers in the District. These agreements are 3-year contracts, and must be approved by the District attorney, the District insurance agent, and the School Board before any placement is considered.
- B. The Academic Services Department will maintain a written record of student teachers [who is student teaching] in the District. This record will include the name of the school, the teacher's name, and the beginning and end dates of the placement [where and when such placements are made].
- C. Requests to student teach in the District will be considered only upon receipt of official paperwork from accredited teacher preparation programs who have agreements with the District. Requests must be made in writing to the Academic Services Department and need to include transcripts and an autobiography of the candidate seeking placement. The District may also request a resume and set deadlines for applications.
- D. Student teacher candidates will be screened at the District as well as the program or building level. The District will accept student teachers only at times and in numbers appropriate for the well-being of Bloomington students.
- E. Student teachers who have attended the District or who have been employed previously by the District will not be placed in their former schools, with their former teachers, or in classes that contain their children or relatives.
- F. Building principals, or their designees, must approve building placements of student teachers and ensure that placements comply with current District Policies and Regulations, and Minnesota statutes.
- G. Only teachers who have attained continuing contract status per the state statute (SS 122A.40 vs 122A.41 in the District will be considered to supervise student teachers.

- H. Beginning with the 2002–03 school year, only teachers who have completed the “Preparing for a Student Teacher” Staff Development course will be considered to supervise student teachers. Completion of this course does not guarantee the assignment of a student teacher. Teachers must update themselves every five years with the refresher version of this course to be considered to supervise student teachers.
- I. Teachers may receive a stipend from the District based on the rate paid by the teacher preparation program. The Academic Services Department will coordinate the payment of stipends to supervisors of student teachers.
- J. The building principal, the designee of the principal, the District teacher who has accepted a student teacher, or the teacher preparation program has the right and responsibility to terminate a placement if the well-being of Bloomington students is not served.
- K. Teachers and principals are encouraged to forward to the Office of Human Resources the names of student teachers who have performed well and who should be considered for employment by the District. However, student teachers must meet all criteria set by the District before being offered a teaching position in the District.
- L. Student teachers will be processed through a criminal background check by the Office of Human Resources and will be photographed for a District I.D. badge. The District will bear the expense for the processing of the I.D. badges. Student teachers will pay the background check fees. Photo I. D.s are to be surrendered to building principals at the end of student teaching placements or upon termination of a placement.