

**Western Illinois University
College of Education and Human Services
School of Education**

ALTERNATIVE LICENSURE/MAT PROGRAM AGREEMENT

District Name

This Agreement is entered into by district name and number _____ with its Principal office located at _____ (address, city, state and zip); and Western Illinois University at Macomb, Illinois. Western Illinois University is hereinafter referred to as the “University” and the School District shall be referred to as “District.”

WIU’s School of Education has adopted the following policy concerning our MAT/Alternative Teacher License program’s two-year residency: Upon being hired by a school partner and enrolling in EDS 600, internship in teaching, MAT students are expected to remain at that school for the duration of the residency (2 years). Exceptions will only be made when both parties (partner school leadership and MAT Candidate) agree to part ways or the MAT Candidate is let go for cause per the Memo of Understanding.

It is hereby agreed that:

1. The District and University shall:

- a. Comply with all policies, principles, and procedures as outlined in Illinois State Board of Education Rules governing Alternative Professional Educator Licensure Programs.
- b. Work together in selecting Mentor Teachers (year 1) and Coaches (year 2) to work with University Candidate.

The Mentors and Coaches assigned to each Candidate must meet the qualifications outlined in Illinois Administrative Code, Part 25, Section 25.60 subsection (a)(2)(A): a) hold a professional educator license, or be Gateways Level 5 credentialed, and be employed by the school district where the Candidate is serving his or her residency; b) have three years of full-time teaching experience in the 10 years immediately preceding his or her assignment as a Mentor; and c) have achieved a performance evaluation rating of proficient or higher in his or her two most recent evaluations.

- c. Ensure that the Candidate holds a provisional teaching license in the correct content area.

- d. Have the right and professional obligation to dismiss a Candidate, for cause, at any time, after conferring with Mentor Teacher/Coach, Principal, and University Program Coordinator.
- e. Ensure that the Candidate completes 92% of regular classroom hours over the course of each residency year. Time missed due to emergencies or sickness beyond this threshold must be made up and documented. Activities to make up this lost time must be school-related and include (but not limited to): participation in after-school programs; professional development programs; athletic events; club sponsorship; tutoring; summer programs. Candidates who do not make up this time lost due to emergencies or sickness will be counseled on a case by case basis in consultation with the University Supervisor, Principal, and Mentor/Coach and may result in the Candidate being dismissed from the program or have their program extended into a third year. All absences must be professionally communicated with the University Supervisor, Principal, and Mentor/Coach. Candidates will also be expected to follow school/district policy when arranging and documenting sick and/or personal days.
- f. Conduct an evaluation of the Candidate teaching performance during year 1 of the residency. The process for recommending a second year of residency will be the following:
 1. School Principal and University Supervisor recommend (or not) a second year of residency based on both formative assessments and a year-end summative evaluation as prescribed under the Performance Evaluation Reform Act (PERA) of 2010;
 2. Candidate receives a grade of C or above on all first-year coursework;
 3. Candidate meets the 92% time-in-class threshold or has made up for time lost beyond that threshold;
 4. Candidate receives a rating of “Meets Program Expectations” or higher on the WIU Teacher Education Program Disposition Assessment;
 5. Candidate accepts the Principal recommendation and second year of employment;
 6. University Supervisor/Program Coordinator supports the recommendation.

2. The District shall:

- a. Ensure that the school has a chief administrator in the school that has the licensure necessary to be a Principal in a public school in this State and that a majority of the teachers are required to have the licensure necessary to be instructors in a public school in this State.
- b. Hire the University Candidate as a full-time teacher with full time first year salary.
- c. Ensure the Mentor Teacher (year 1) and Coach (year 2) assigned to the Candidate is employed by the district and achieved a performance rating of proficient or higher in the two most recent evaluations.
- d. Ensure that the Mentor Teacher (year 1) and Coach (year 2) meet with Candidate a minimum of 1 hour per week to advise the Candidate on planning, management, curriculum, and district policy matters as needed.
- e. Ensure the Mentor Teacher (year 1) and Coach (year 2) observe the Candidate’s teaching each month and provide the Candidate with feedback.

- f. Conduct a teaching effectiveness assessment (by the Principal) on the Candidate at the end of the second year of residency, confirming, or not confirming that the Candidates performance warrants a full Professional Education License.
- g. Make available to the Candidate all appropriate student handbooks, teacher handbooks, curriculum guides, and school district policies (including professionalism, confidentiality, Mandated Reporter requirements, and acceptable use of social media, equipment, and technology.)

3. The University shall:

- a. Ensure the Mentor Teacher (year 1) and Coach (year 2) assigned to the Candidate holds a professional educator license and has three years of full-time teaching experience in the last ten years.
- b. Ensure that only those Candidates who have met alternative licensure and University admission requirements are eligible for the district to hire.
- c. Ensure that the Candidate holds a Bachelor's degree or higher from a regionally accredited institution.
- d. Ensure that the Candidate has passed applicable subject-specific content area test(s) as outlined by IAC part 25.
- e. Ensure that the University Supervisors/Program Coordinator(s) meet with Candidate a minimum of 1 hour per week to advise the Candidate on planning, management, curriculum, and district policy matters as needed.

This Agreement shall remain in force until such time as it may be rescinded by either party or superseded by a new agreement.

IN WITNESS WHEREOF, the District and the University agree to the above.

MAT Coordinator or Designee:

_____	_____	_____
Printed Name	Signature	Date

District Superintendent or Designee:

_____	_____	_____
Printed Name	Signature	Date

MAT Candidate:

_____	_____	_____
Printed Name	Signature	Date