

**Alternative Routes to Certification Program
Memorandum of Agreement (“Agreement”)**

**Between
City University of Seattle
(hereinafter referred to as “University”)
521 Wall St., Seattle, WA 98121**

**And
Concrete School District
(hereinafter referred to as the “District”)**

Regarding

**CITY UNIVERSITY’S ALTERNATIVE ROUTES PROGRAM
(hereinafter referred to as “Program”)**

This memorandum outlines the agreement between the University, an approved Washington State institution offering university credit courses through its School of Education and Leadership and the Concrete School District. The purpose of this partnership is for teacher preparation programs and single/multiple district partnerships to strengthen the Program with an emphasis on grow your own teacher strategies to address district staffing needs.

The Program will be carried out in accordance with Washington Administrative Code (WAC) 181-80 authorizing the Alternative Routes to Certification Program (previously RCW 28A.660.040), Authority WAC 181-80-002, Definitions WAC 181-80-005, Basic requirements WAC 181-80-010, and Program types WAC 181-80-020.

I. IT IS MUTUALLY AGREED THAT:

- A. The University and the District agree to implement the Program with candidate instruction beginning academic year July 1, 2022.
- B. The Program will offer a residency certification program for candidates seeking Special Education, ELL, Math and Gen-Ed endorsements. The Program consists of a minimum 24 undergraduate or graduate credits. The Program will offer Route(s) 1-4.

II. UNIVERSITY RESPONSIBILITIES:

- A. Identify key faculty member(s) who will work directly with the District(s) for the Program.
- B. Provide District(s) with promotional brochures and/or presentations to assist with Program recruitment.
- C. Review and admit Program candidates.

- D. Schedule and staff Program courses.
- E. Provide key faculty member(s) to implement the Program.
- F. Provide supervision and facilitate learning activities such as peer observation and feedback.
- G. Submit candidates for certification upon completion of the Program.

III. DISTRICT RESPONSIBILITIES:

- A. Identify a key contact(s) who will serve as a District liaison to the University.
- B. Provide as an attachment to this Agreement a brief description of how the district intends for the Program to support its workforce development plan.¹
- C. Work with the University to provide District employees who are interested in becoming teachers access to information about the Program and potential District support.
- D. Design candidate schedules and job assignments (Routes 1, 2, and 4), if possible, in ways which allow for compensation during the candidates' clinical and field experience hours.
- E. Select and provide mentors for candidates' clinical and field experiences, including, if possible, Route 3 candidates who are not employees.

IV. KEY ROLES AND RESPONSIBILITIES:

Responsibilities	University	District	Other	Other
Candidate recruitment*	x	x		
Candidate screening*	x	x		
Candidate selection*	x			
Candidate oversight*	x	x		
Additional field placement*	x	x		
540 hours clinical practice*	x	x		
Mentor selection*		x		
Mentor training*	x	x		
Mentor support*	x	x		
NOTE: While the University screens and selects candidates for admission, the District has the right and responsibility to decide which employee candidates it will designate as Routes 1, 2 and 4. District will indicate assent to Route 1, 2 and 4 candidates by either (check one): <input type="checkbox"/> Completing an appropriate District Authorization form (attached to Agreement) for each candidate <input type="checkbox"/> The District key contact providing the University with a written list of candidates and routes				

¹ Required in accordance with WAC 181-80-010.
CityU/District Alt.Routes MOA

V. KEY ACTIVIES AND TIMELINE

Activities	Timeline	Responsibility
Candidate recruitment*	Ongoing	University and District
Candidate screening*	January 1 – May 31	University and District
Candidate selection*	January 1 – June 30	University
Field placement*	October 1 – June 30	University and District
540 hours clinical practice*	January 1 – June 30	University and District
Mentor selection*	May 1 – March 31	District
Mentor training*	May 1 – March 31	University and District
NOTE: See Note above re Routes 1, 2 and 4.		

VI. PROGRAM MANAGEMENT

The following shall be the key contact person for all communications regarding the performance of this Agreement.

	Program	District
Name	Bryan Carter	
Title	Acad Prog Dir Udrgrad/Director	
Mailing address	7202 NE Hwy 99 Ste 106-246 Vancouver WA 98665	
Telephone number	360-449-6715	
Email	bcarter@cityu.edu	

Terms of agreement and termination

This Agreement is effective beginning July 1, 2022. The Agreement may be amended by a written addendum signed by all parties and with final approval by PESB. The authorizing signatories for this Agreement are as follows:

City University of Seattle

Name: Bryan Carter, Ph.D Signature: 

Title: Academic Program Director; Director of Field Placements Date: 5/17/2022

District representative

Name: Wayne Barrett Signature: 

Title: Superintendent Date: May 26, 2022

**PESB ONLY
MOA APPROVAL**

Date

Representative

Signature