

POLICY

FRANKLIN TOWNSHIP BOARD OF EDUCATION

File Code: 4122

STUDENT TEACHERS/INTERNS

The board encourages the Superintendent to cooperate with colleges and universities in the placement of student teachers/ administrative interns in the district school. The goal is to support novice/student teachers and administrative interns, who can drive student success in the classroom.

The requests for clinical experience or clinical practice (student teaching) in the District are only accepted directly from sponsoring colleges and universities. The superintendent shall recommend and the Board shall approve the selection and placement of student teachers and administrative interns. The placement of a novice/student teacher is based upon the alignment to endorsement area sought and must occur at one school for the entire duration, where possible. The placement process will include the review of the novice/student teacher credentials and resume, a review of the placement request by the Superintendent or designee, and a recommendation by the principal for placement with an experienced, effective teacher. The supervising teacher will need to agree to the placement and to work with program and the novice/student teacher in a collaborative effort to provide acceptable classroom and school experiences. Student teachers shall comply with the requirements of law regarding health examinations. These interns shall also comply with Board Policy # 6162.5/6162.5R (Research).

An administrative intern placement will be based upon the alignment to sought endorsement. The Superintendent shall recommend and the Board shall approve the selection and placement of student teachers and administrative interns. The placement process will include the review of the administrative intern credentials and resume, a review of the placement request by the Superintendent or designee, along with a recommendation for placement with an experienced, effective administrator. The supervising administrator will need to agree to the placement and to work with the program and administrative intern in a collaborative effort to provide acceptable classroom and school experiences. Administrative interns shall comply with the requirements of law regarding health examinations. These interns shall also comply with Board Policy # 6162.5/6162.5R (Research).

The supervising teacher and Principal shall be responsible for the conduct of teachers/administrative interns while serving in the schools of this District.

Student teachers/interns shall be allowed to participate in school activities where their contributions would be appropriate to the educational program of the school.

In order to safeguard student privacy, the District complies with the Family Educational Rights and Privacy Act (FERPA) of 1974, the

Protection of Pupil Rights Amendment (PPRA) of 1974, the Health Insurance Portability and Accountability Act (HIPPA) of 1996, the Children's Internet Protection Act (CIPA), the Privacy Act of 1974 and the Elementary and Secondary Educational Act of 1965 as amended by the No Child Left Behind Act of 2001.

Student teachers/interns are involved in a privileged situation in which they are exposed to a variety of confidential information. Materials, student records, school and classroom problems, and teacher conferences may be of the confidential nature. Public exposure to confidential information is detrimental to the rapport that has been established with cooperating colleges and universities, and in more circumstances, is considered a breach in professional ethics.

All student teachers/interns with access to personally identifiable information (PII) are expected to adhere to all of the District policies and procedures including acknowledgement of their responsibilities related to the student data and PII. This includes the video-taping of students and distribution of surveys to students. In the event that the college and/or university requires the videotaping of a lesson by the student teacher/intern, the District owns that video and will adhere to Board Policy # 5125.1 (Student Data Privacy). The student teacher/intern will not receive a personal copy of the video. The primary role of the supervising teacher is to assure that no students in the class are videotaped without parental permission and the supervising teacher must be present for the recorded lesson.

The Superintendent shall ensure the equitable distribution of student teachers throughout the District.

No remuneration will be provided to student teachers or administrative interns.

N.J.A.C. 6A:9-6.5; 6A:9-10.2; 6A:9-10.3; 6A:9-10.4

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