

**Agreement between  
Washington State University Tri-Cities (hereinafter referred to as “Program”)  
and the following school district(s):  
Kennewick School District  
(hereinafter referred to as “District”)  
February 10, 2023– June 30, 2027**

**INTRODUCTION**

This agreement (“Cooperation Agreement”) outlines the cooperation between Washington State University Tri-Cities, an approved Washington State institution offering teacher certification programming through its College of Education (“WSU Tri-Cities”), and the Kennewick School District (“District”), (separately, the “Party”, together, the “Parties”). This Cooperation Agreement’s purpose is to address teacher shortages, advance youth career development opportunities in education, and increase the educational attainment of bachelor’s degrees in the Tri-Cities region. In particular, the Cooperation Agreement supports students who want to earn a bachelor’s degree in Elementary Education and a K-8 teacher certificate with an endorsement in Elementary Education plus an add-on endorsement in Special Education, ELL, or Bilingual Education. For these purposes, the Cooperation Agreement will develop and maintain an academic and internship program called Teaching Bridge.

**PROGRAM DESCRIPTION**

The Teaching Bridge program will boost four-year public university degree attainment in the field of education and build a pool of highly qualified teachers with endorsements in high-need workforce areas who work in the District and the Mid-Columbia region.

The Teaching Bridge provides a seamless process to meet students’ educational and professional needs by providing:

1. Outreach to help students apply to WSU Tri-Cities and complete their FAFSA and scholarship applications;
2. Guaranteed admission to WSU Tri-Cities for high school seniors who are in academic good standing in District’s Career and Technical Education Teaching Course (e.g., Teaching Academy, Careers in Education) and meet WSU Tri-Cities admissions standards;
3. Internships in education during students’ first two years at WSU Tri-Cities;
4. Academic scheduling aligned with students’ internship schedules;
5. Classes that enhance career-connected learning and foster academic access;
6. Mentorship opportunities through WSU Tri-Cities staff and faculty and at the workplace by district staff (i.e. principal, experienced paraeducators, teachers);
7. A pathway from high school teaching academies to the Alternative Route Teacher Certification pathway to a B.A. degree and certificated teacher.

It is expected that students who apply for Teaching Bridge:

- have an interest in working in Elementary Education (Kindergarten-8<sup>th</sup> grade), especially in the areas of English Language Learning, Special Education, or Bilingual Education; and,
- are willing to make a two-year commitment to the internship experience.

The cooperation will meet program implementation, budget, and reporting requirements as outlined in all the program's grant funding requirements.

### **TERM**

This Cooperation Agreement is effective as of February 10, 2023 and will continue until June 30, 2027, unless terminated with sixty (60) days' written notice. The Parties shall review this Cooperation Agreement yearly, or earlier at the request of either Party, to assess the program and address any changes that may be needed.

### **INFORMATION SESSIONS**

WSU Tri-Cities education faculty, Teaching Bridge Coordinator, and admissions staff will have access to at least one class period in each of the District's Career and Technical Education Teaching Courses (Teaching Academy, Careers in Education, etc.) each fall and spring to meet with prospective Teaching Bridge students. In each of these sessions, the following will be accomplished:

- Teaching Bridge and its benefits will be presented and explained.
- Students will complete the WSU Tri-Cities Request for Information form, allowing them to be identified as Teaching Bridge candidates, and be invited to apply for admission to WSU Tri-Cities and Teaching Bridge.
- Information about policies and procedures, advising, financial aid, scholarships, student organizations, and other student services will be provided to students.
- The cooperation between the District and WSU Tri-Cities College of Education will be emphasized.

WSU Tri-Cities will host an on-campus visit during which students will be given the opportunity to tour the campus, meet faculty and current WSU Tri-Cities education majors, talk to academic advisors, participate in workshops on financial aid and scholarships, and attend an admissions application workshop that includes on-site offers of admission for qualified students.

The WSU Tri-Cities College of Education will also invite the District CTE Teaching Course students and their teachers to the annual WSU Tri-Cities Education Summit at no charge.

### **APPLICATION**

Teaching Bridge students will complete WSU's standard admissions process followed by an application for the Teaching Bridge Program once admitted to WSU Tri-Cities. However, students who are Pell-eligible and/or meet financial requirements for admissions fee waivers will not pay the WSU Tri-Cities application fee.

### **GRADUATION REQUIREMENTS**

Students must satisfy the District's graduation requirements to graduate from the District with a recognizable high school diploma to be admitted into Teaching Bridge.

Graduation from WSU Tri-Cities requires fulfillment of the University graduation requirements published in the WSU Catalog and the major's specific requirements. University requirements for graduation will be in effect when the student is admitted to their major at WSU Tri-Cities and will be honored for up to eight years.

**COURSE SCHEDULING**

WSU Tri-Cities will build a schedule of required courses allowing Teaching Bridge students to complete required courses and progress academically while they work as substitute paraeducators. This schedule will include dedicated general WSU Tri-Cities courses (e.g., UNIV 104 First-Year Success Seminar) along with Education department courses focused specifically on professional and academic development for education majors. Some scheduling may be dependent on the number of students in the Teaching Bridge program. This course scheduling will be a combination of options for courses taught on campus at WSU Tri-Cities, in a hybrid format, and on location in District schools.

**APPLICATION TO THE EDUCATION MAJOR**

Once students complete the requirements to apply for the College of Education, the District will provide a recommendation letter to support the student's admission to the Alternative Route Program for those students who have maintained positive work performance reviews. Through the Alternative Route Program, students will join a cohort of paraeducators, receive credit for prior learning and work experiences, enroll in WSU Tri-Cities courses, and, upon satisfactory completion of WSU Tri-Cities course requirements, receive an Elementary Education BA degree and K-8 endorsement and a Special Education, ELL, or Bilingual Education add-on endorsement.

**ACADEMIC AND STUDENT SUPPORT**

WSU Tri-Cities will provide academic and student support to all enrolled Teaching Bridge students by placing them in a cohort and connecting them to WSU Tri-Cities' student services, such as a laptop loan program, food pantry, TRIO student support services program, tutoring, counseling, MOSAIC multicultural center, and student emergency hardship fund. One key student success support resource is the Teaching Bridge Program Coordinator who will monitor students' progress in their academic coursework and internships and coordinate student success workshops.

**INTERNSHIP**

The Teaching Bridge internship will be a paid cooperative internship with Interns hired as employees of the District. Positions will encompass the duties of a part-time substitute paraeducator or part-time paraeducator (depending on the employee's qualifications) and offer a minimum of 600 hours of paid work experience over two years, and on average provide 10-18 hours of work weekly. Students will apply through the District website and should note that they are Teaching Bridge participants on their application. Students may request a particular work location, but placement at that work location is not guaranteed. Students are responsible for transportation to and from their job site and to and from WSU Tri-Cities. Students' transportation needs will be considered in attempting to place students at work sites close to their residences and/or accessible by public transit. Final placement decisions will be made by District Human Resources and Program Administration. Placement as substitute paraprofessionals will allow students flexibility in work hours and job assignments to accommodate academic needs. For example, work hours may be adjusted by semester and job assignments may be selected to reflect specialty coursework (i.e., ELL, Bilingual Education, or Special Education).

During the internship, the District may, at their discretion, issue invitations to Teaching Bridge Interns to attend In-Service sessions. Additionally, WSU Tri-Cities Teaching Bridge Interns will be strongly

encouraged to participate in outreach activities to Teaching Academy students at the high schools to promote the Teaching Bridge program.

The District liaison and Teaching Bridge program coordinator will meet at least twice a year to review participants' progress both in their WSU courses and in their internship placement.

At the two-year completion point, WSU Tri-Cities and the District will review progress to date and assess each student's level of commitment for full-time employment as a paraprofessional as well as their future teaching potential. The District will commit to consider hiring successful Teaching Bridge candidates with positive performance reviews as full-time paraprofessionals. The District will also commit to supporting successful candidates for nomination into the Alternative Route Program. At the completion of the Alternative Route program, the District will have the right of first refusal to hire graduates, as outlined in the existing Alternative Route agreements.

In addition to the terms, conditions, and activities outlined previously, the specific responsibilities of each of the Parties for the purpose of Teaching Bridge implementation are as follows.

**WSU Tri-Cities Teaching Bridge Program will:**

1. Act as fiscal coordinator for the grant funds received under the Career Connect Washington Career Launch funding and other related grant funds obtained to support the Teaching Bridge program.
2. Provide cooperating districts with promotional brochures, program and recruitment information, and student orientations to assist with program recruitment.
3. Liaison with WSU Tri-Cities Admissions, Financial Aid, Academic Advising, and Registrar to provide necessary support and workshops to onboard students into the Teaching Bridge Program.
4. Schedule and implement all necessary program courses in a manner that permits Teaching Bridge students to work in their internship sites for 10-18 hours weekly.
5. Provide supervision of candidates' academic progress and liaise with the District regarding internship performance.
6. Collect data to determine the impact and effectiveness of the program as well as comply with any grant funding obligations.
7. Employ and oversee the Teaching Bridge Program Coordinator to coordinate all program efforts.

**Each Cooperating District(s) will:**

1. Identify a key staff member who will serve as a District Liaison to the Teaching Bridge Program Coordinator for both the internship and Teaching Academy.
2. Provide a report once a semester on each Teaching Bridge participant's job performance for the duration of their Teaching Bridge Internship.
3. Work with the Teaching Bridge program to identify and recruit eligible Teaching Academy students and other high school students in their District who could make suitable Teaching Bridge candidates, with a focus on encouraging participants from typically underserved populations and multilingual backgrounds.
4. Support efforts to raise the visibility of the Teaching Bridge in the communities they

- serve, including but not limited to disseminating information regarding Teaching Bridge outreach events to students and their families.
5. Assist students interested in Teaching Bridge to complete their applications to WSU Tri-Cities, the Teaching Bridge Request for Information Form, and Teaching Bridge Application Form.
  6. Support at least one annual visit for District's Career and Technical Education students to the WSU Tri-Cities campus for an Information Session.
  7. Provide WSU Tri-Cities admissions staff access to one class period in each of the District's Career and Technical Education Teaching Courses each Fall and Spring to meet with prospective Teaching Bridge students
  8. Provide classroom space at no-cost for any courses, seminars, or recruitment sessions held in the District.
  9. Provide paid internship placements for candidates as part-time substitute paraeducators and/or part-time paraeducators with a minimum of 600 hours over the two-year internship period and provide an average opportunity to work 10-18 hours weekly at a defined work location.
  10. When possible, design candidate work plans to provide rotation opportunities to allow students to work in the areas surrounding their academic coursework and/or endorsement interest area.
  11. Cooperate with the Teaching Bridge Program in the collection of data pertinent to the program.
  12. Commit to consider hiring successful Teaching Bridge Program Completers, with the first right of refusal, as full-time paraeducators at the completion of the program.
  13. Commit to supporting the nomination of Teaching Bridge Candidates who have completed the internship with positive performance reviews into the Alternative Route Program at WSU Tri-Cities.
  14. Commit to consider hiring successful candidates, with the first right of refusal to hire qualified, certified teachers upon completion of their Teacher Preparation program.
  15. Work with the program team to ensure that the candidates are treated with respect and valued for their participation in the program and that their stature as WSU Tri-Cities students and future graduates of WSU Tri-Cities is recognized and commended.
  16. Participate in activities and events to share the Teaching Bridge model with other districts.
  17. Recruit candidates to participate in the program. The target enrollment number annually will be 12 candidates.

#### **FINANCIAL ARRANGEMENTS**

It is specifically agreed that neither Party shall be responsible for costs or expenditures incurred by the other in the performance of this Cooperation Agreement, unless expressly agreed in writing.

#### **IMPLEMENTATION OF AGREEMENT**

The following shall be the contact persons for all communications regarding the performance of this Cooperation Agreement.

Teaching Bridge Program	District
Judith Morrison, Academic Director College of Education, WSU TC 2710 Crimson Way Richland, WA 99354 509-372-7176 <a href="mailto:jamorrison@wsu.edu">jamorrison@wsu.edu</a>	Kennewick: Doug Christensen Assistant Superintendent, HR 1000 W. 4th Ave., Kennewick, WA 99336 509-222-5010 <a href="mailto:doug.christensen@ksd.org">doug.christensen@ksd.org</a>

**EFFECTIVE DATES**

The effective dates of this Cooperation Agreement are February 10, 2023 through June 30, 2027. Parties may amend this Addendum by a written amendment signed by all Parties. The authorizing signatories for this Addendum are as follows:

**AUTHORIZED SIGNATURES**

**WSU Tri-Cities Teaching Bridge Program representative**

Name: Judith Morrison	Signature: <i>Judith Morrison</i>
Title: Academic Director College of Education, WSU TC	Date: 4/29/2023

**Washington State University**

Name: Heather Davison	Signature: <i>Heather Davison</i>
Title: Contract Manager Procurement & Contract Services Washington State University	Date: 4/28/2023

**District Representative**

Name: <i>DOUG CHRISTENSEN</i>	Signature: <i>D. Christensen</i>
Title: <i>Associate Superintendent H.R.</i>	Date: <i>5/5/23</i>