

## SCHOOL DISTRICTS THAT REQUIRE ADDITIONAL INFORMATION FOR STUDENT TEACHING PLACEMENT:

- AN UPDATED FAMILY CARE SAFETY REGISTRY (FSCR) BACKGROUND CHECK IS A CO-REQUISITE FOR STUDENT TEACHING AND IS REQUIRED FOR **ALL STUDENTS**.
- THE FOLLOWING DISTRICTS REQUIRE ADDITIONAL INFORMATION BEFORE WE CAN REQUEST STUDENT TEACHING PLACEMENT:

School District	FBI Fingerprint Check	TB Test	Other Requirements for Placement
Affton	X	NA	
Arcadia Valley R-II	X	X	
Bayless	NA	X	
Bismarck R-V	X	X	
Central R-III	X	X	
Clayton	NA	X	
Dunklin R-V	X	X	Valid Missouri substitute certificate
Farmington R-VII	X	N/A	
Ferguson-Florissant	X	X	Valid Missouri substitute certificate & current (updated) resume
Festus R-VI	X	X	Application deadline for Spring student teachers is October 15 <sup>th</sup> and for Fall student teachers is April 15 <sup>th</sup> ; decisions on placement will not be made by the district until after all applications received have been reviewed.
Fox C-6	X*	N/A	<b>*Once placement confirmed must apply for FBI check with Fox's district code</b>
Francis Howell R-III	X	N/A	Valid Missouri substitute certificate
Fredericktown R-I	X	X	
Ft. Zumwalt	X	X	Valid Missouri substitute certificate
Grandview	X	X	
Hancock Place	NA	X	
Hazelwood	X	X	All background checks and TB test results must be complete before student teaching applications will be processed
Hillsboro R-III	NA	NA	<b>Special requirements for Hillsboro Primary only:</b> The Primary School will accept a maximum of 6 student teachers annually: 3 student teachers may be placed in the fall semester and 3 in the spring semester. All potential student teachers will be screened by the Primary Staff for placement compatibility in an interview-like process. Participation in the screening process does not guarantee placement. The Primary School will screen a total of 9 potential student teachers for the 2019-2020 school year in April 2019. Each cooperating university/college may recommend up to 3 students for the interview process. <b>Application deadline: April 1<sup>st</sup>!</b>
Jefferson R-VII	X	X	
Kingston K-14	X	X	
Kirkwood	X	N/A*	Must attend co-teaching training session at Kirkwood School District *TB test required for placement at Early Childhood Center
Ladue	X	X	
Lindbergh	X	X	
Mehlville	X	X	
Meramec Valley	NA	NA	Valid Missouri substitute certificate; cum GPA 3.0 or higher
New Haven	NA	X	
North St. Francois Co. R-I	X	X	
Northwest R-I	X	X	
Parkway	X	X	<ul style="list-style-type: none"> <li>• Current resume</li> <li>• Updated philosophy of education (not longer than 1-2 pages)</li> <li>• Three letters of recommendation</li> <li>• Initial screening with Parkway Student Teacher Placement Coordinator</li> <li>• All background checks and TB test results must be complete before student teaching applications will be processed</li> <li>• Candidates wanting to student teach in Physical Education must also be eligible for Health Education</li> <li>• Application Deadline: <ul style="list-style-type: none"> <li>○ Fall Placement: April 15<sup>th</sup> (students to begin in August)</li> <li>○ Spring Placement: November 15<sup>th</sup> (students to begin in January)</li> </ul> </li> </ul>
Pattonville	NA	X	
Potosi R-III	X	X	
Ritenour	NA	X	<ul style="list-style-type: none"> <li>• Current resume</li> <li>• Application deadlines: November 15<sup>th</sup> for Spring and June 10<sup>th</sup> for Fall. Placement requests received after these dates will not be honored.</li> <li>• INCOMPLETE PACKETS WILL NOT BE ACCEPTED.</li> </ul>

School District	FBI Fingerprint Check	TB Test	Other Requirements for Placement
Rockwood	X	NA	Complete an online CERTIFIED application. If you haven't completed a CERTIFIED application previously, please go to <a href="https://www.searchsoft.net/ats/app_login?COMPANY_ID=00012927">https://www.searchsoft.net/ats/app_login?COMPANY_ID=00012927</a> to create an account and complete at least the following questions: 1) Under General Information: First Name, Last Name, Unique Identifier, E-Mail Address, Under Contract with Another District, RSD Relative 2) Under Address: Address and Phone Number 3) Under Record of Educational & Professional Preparation: College(s) 4) Under License/Certification Form: Verification Status (all) 5) Under Background Questions: Answer the 4 listed questions 6) Under Confidential References/Employment Verification: Must list 3 e-mail addresses of references Please keep and remember your UserID and Password so you can update your application as needed. Once you have completed these items, you will receive an e-mail to complete a web-based assessment designed by the Gallup Organization. The Gallup Teacher Insight Survey must be completed before you will be considered for placement.
Special School District	X	X	Valid Missouri substitute certificate
St. Charles	X	N/A	<b><i>(FBI background check must be complete before we can request student teaching placement.)</i></b>
St. Clair R-XIII	NA	X	
St. Louis City	NA	X	
Steeleville R-III	X	N/A	
Ste. Genevieve R-II	X	N/A	
Sullivan	NA	NA	GPA of at least 3.000 in the academic major and in education courses.
Troy R-III	X	NA	<ul style="list-style-type: none"> <li>▪ Apply using on-line application system through district website at <a href="http://www.troy.k12.mo.us">www.troy.k12.mo.us</a>, including completion of Polaris Teaching Assessment.</li> <li>▪ Both FCSR and DESE FBI fingerprint background checks must be complete before we can request placement</li> <li>▪ Minimum content area GPA for elementary is 3.500 and for secondary is 3.000.</li> </ul>
Union	X	N/A	
Valley Park	NA	X	
Valley R-VI	X	X	
Washington	X	N/A	
Warren Co. R-III	X	X	
Webster Groves	NA	X	
Wentzville	X	X	Valid Missouri substitute certificate
West St. Francois Co. R-IV	X	X	
Windsor	X	N/A	

This list is subject to change *without notice* as the individual school districts determine which documents they will require for student teaching placement.

**All students are required to complete the Family Care Safety Registry (name search) background check (FCSR) and will need to follow the procedures outlined on the Background Checks handout.**

Students required to complete the **FBI (fingerprint) background check** will need to follow the procedures outlined on the **Help Guide for DESE's Online Certification System** handout.

Students required to hold a **valid Missouri substitute certificate** will need to follow the procedures outlined on the **Help Guide for DESE's Online Certification System** handout.

***It is important to note that the Family Care Safety Registry background check and the TB test results must be current (completed within the past six (6) months).***

***The FBI background check (fingerprints through MACHS and 3M/Cogent) are valid for a full calendar year from the date cleared. DESE no longer mails out clearance letters, but fingerprint information, including fingerprint status and date cleared, may be viewed online through the DESE web application system.***