



TO: Jackie Crawford
FROM: Roger Kueter
DATE: May, 7, 2004
RE: Student Teaching contracts

Thanks for returning the notebooks with our copies of the active contracts we have with Iowa School Districts and schools we use for placements in our out of state and International locations.

The Iowa school districts which have not returned our contracts, for reasons unknown, are ones which we may have used as placement locations in the past and just automatically sent them a renew contract in the late summer or early fall, but do not have student teachers in those districts this year. These are indicated by the unchecked boxes. However, that is not the case with the six districts highlighted on the attached list, with which we had student teachers this past year. Beginning with Fall 2004, we are going to employ a more personal contact with the districts which have not returned their contracts in that we will have our Coordinator(s) hand deliver a letter and the contract to the Superintendent's Office. We hope that will resolve the problem.

cc. Jeffrey Cornett
Merrie Schroeder

