



**Lake Elsinore Teachers Association**



**Lake Elsinore Unified School District**

**June 17, 2021**

**MEMORANDUM OF UNDERSTANDING BETWEEN  
LAKE ELSINORE UNIFIED SCHOOL DISTRICT  
AND  
LAKE ELSINORE TEACHERS ASSOCIATION**

**Elementary Distance Learning Program (DLP) Pilot MOU**

The District and Association agree to continue to build on current distance learning opportunities at our elementary schools. This pilot year will allow further exploration of distance learning opportunities inside the regular school day. This pilot will increase flexibility within student schedules with the goal of distance learning becoming a constant option within our elementary schools in future years.

Year-long DLP classes shall be offered as their teaching assignment during the regular teacher work day and shall be paid at the contracted salary schedule as outlined in the Certificated Salary Schedule.

Personnel Support Services shall fly these assignments district-wide. Interested certificated staff shall respond to the posting within the three (3) day timeline. Selection for the Elementary Distance Learning Program Pilot shall be based on the following criteria:

- Appropriate Credential
- An Interview
- Presentation of appropriate Canvas course

These thirteen (13) assignments being offered across the district shall be as follows:

- 1<sup>st</sup> grade (2 positions)
- 2<sup>nd</sup> grade (2 positions)
- 3<sup>rd</sup> grade (2 positions)
- 4<sup>th</sup> grade (2 positions)
- 5<sup>th</sup> grade (2 positions)
- 1<sup>st</sup> – 3<sup>rd</sup> grade SAI Teacher (new for 21/22)
- 3<sup>rd</sup> – 5<sup>th</sup> grade SAI Teacher (new for 21/22)
- RSP 1<sup>st</sup> – 5<sup>th</sup> grade RSP Teacher (new for 21/22)

The number of classes per grade level will be determined by the number of students enrolled at each grade level.

**Bargaining Teams**

For the Association: Janet Timm (Chair), Mario Montano, Lowanna Maxwell, Valinda Nabonne, Sonia Jimenez, Olunmi Adeleke, Christy Hetland, Denee Selman

For the District: Tracy Sepulveda, Arleen Sanchez, Steve Behar, Julie Edmunds, Richard Peterson, Manuel Valdes

Expectations for **instruction** shall be:

- Live instruction for the full Synchronous time (8:00 a.m. – 1:45 p.m.)
  - Exceptions
    - Up to 60-minute/day of asynchronous instruction
      - Allowing for small group/break-out sessions
    - PE minutes
      - 50-minute of asynchronous Physical Education – once/week (PLC)
        - Consistent time with grade level
      - 50-minute of asynchronous or synchronous Physical education – once/week
    - Lunch
      - 30 min duty-free lunch.
        - Possibly consistent time with grade level
    - Recess time/s shall be equivalent to the site recess schedule
- Provides a 60-minute office hour once/week for the purpose of individual/small group support, parent communication, outside of class engagement activities as a few examples.
- Options for the 60-minute office hours may stay constant or may change as frequently as a week to week basis:
  - During the work day with additional asynchronous instructional minutes planned and assignments tracked or,
  - Outside of the work day, compensated at per diem hourly rate.
- Reports daily to assigned school (2020/21) as space allows (7:30 am – 1:45 pm). If site is not available comparable alternative district site shall be made available. If assigned to a site with a duty schedule, the teachers shall participate in student supervision (before/after school).
- Provides daily schedule outlining ELA, Math, ELD, PE, etc. to DLP Principal at the beginning of the year. Daily schedule shall be made available to parents through teacher's canvas page.
- Tracks weekly work assignments – reviewing/validating time value - partners with KMA Attendance Clerk (ensuring attendance)
- Provides regularly scheduled Unsatisfactory Reports, Progress Reports, Report Cards each semester
- Utilizes Canvas as the Learning Management System (LMS)
  - Will provide for a consistent Independent Study reporting process
  - All assignments turned in electronically
- Implements weekly PLC meetings with DLP grade level teachers
- Communicates with DLP Principal, KMA Secretary, KMA Attendance Clerk
- Attends staff meetings with DLP Teacher and DLP Principal
- Adjunct duties within the DLP (Open House/Back-to-School, etc.)

DLP Class sizes shall adhere to Article 5.1 Elementary Class Size and not be compared to class sizes on the physical site where the teacher is assigned. Caseload sizes shall adhere to Article 5.4 Special Education Teacher/Student Enrollment Ratio

Students participating in the DLP shall be provided necessary technology to ensure all students can access their teacher/s.

Teachers voluntarily participating in the Elementary Distance Learning Program pilot shall have return rights to their site if the pilot is not continued for the 22/23 school year or the teacher deems the program not to be a fit for them personally and does not wish to continue in the 22/23 school year.

If legislation alters the provisions of Independent Study Reporting Requirements and the alterations impact this MOU, the parties agree to reconvene to negotiate the effects.

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