



Lake Elsinore Teachers Association



Lake Elsinore Unified School District

August 25, 2021

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

COVID – 19 Short Term
Infinite Campus Seating Chart MOU

Having up to date seating charts in I.C. shall make the process of targeted contact tracing less disruptive for all involved. To assist with the critical task of accurate and targeted contact tracing when a positive Covid-19 case is reported at a site and in a classroom, the District and the Association agree to the following:

- Elementary Teachers are to utilize the “Seating Chart” Tool in Infinite Campus for a class seating chart, rug seating chart and small group seating charts as applicable.
- Secondary Teachers are to utilize the “Seating Chart” Tool in Infinite Campus for each period they have students in a class and/or lab setting.
- Teachers who utilize the “Seating Chart” tool available in Infinite Campus to document current seating chart/s by Friday, September 3, 2021 by 8:00 a.m. shall receive a \$100.00 stipend.
- Teachers who utilize the “Seating Chart” tool available in Infinite Campus to document current seating chart/s by Friday, September 10, 2021 shall receive a \$75.00 stipend,
- Teachers who utilize the “Seating Chart” tool available in Infinite Campus to document current seating chart/s beyond Friday, September 10, 2021 shall receive a \$50.00 stipend.
- When seating charts have been created in I.C. teachers are to print out copies and provide to site administration to begin the payment process.
- Contact tracing interviews shall be utilized for each class exposure occurrence if no seating chart is in place in Infinite Campus.
- If no seating chart exists, teachers will be subject to contact tracing interviews via phone.
- Teachers will make every effort to keep seating charts updated to allow for the most efficient targeted contact tracing to occur.
- For those teachers not familiar with the Infinite Campus “Seating Chart” Tool, a short tutorial will be made available to all teachers on SCHED as a resource,

This MOU shall expire June 30, 2022.

FOR THE ASSOCIATION:

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Bargaining Teams

For the Association: Janet Timm (Chair), Mario Montano, Valinda Nabonne, Sonia Jimenez, Olubunmi Adeleke, Christy Hetland, Dence Selman, Yolanda Diaz

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