



MEMORANDUM OF UNDERSTANDING

Between The

**Chabot-Las Positas Community College District (CLPCCD), Las Positas College (LPC)
and
Livermore Valley Joint Unified School (LVJUSD)**

This Memorandum of Understanding (hereinafter referred to as "MOU") is made and entered into by and between the Chabot-Las Positas Community College District, Las Positas College (hereinafter referred to as "CLPCCD") whose address is 3000 Campus Hill Drive, Livermore, CA 94551, and Livermore Valley Joint Unified School District (hereinafter referred to "LVJUSD") whose address is 685 East Jack London Blvd., Livermore, CA 94551.

A. Purpose: The purpose of this MOU is to formalize field experience opportunities with the LVJUSD and the CLPCCD to place college students at various elementary school sites, in classrooms for work-based learning lab hours, required for students enrolled in ECE 10 Introduction to Elementary Teaching.

B. Term of MOU: This MOU is effective on December 14, 2021 and will remain in effect unless terminated in writing by one of the listed parties.

C. Objectives:

- a. Develop a student's educational experience supporting children in an elementary school classroom, allowing the student the opportunity to plan and implement activities, complete observations, and complete assignments as assigned by the college instructor.
- b. Place college students at sites to observe and participate in the daily functioning of elementary school classrooms and learn strategies to proficiently provide instructional support to the classroom teacher.
- c. Apply teaching strategies consistent with the California Standards for the Teaching Profession and the Teaching Performance Expectations.
- d. Develop relationships with the local community.

D. Roles and Responsibilities: Each site will be responsible for the following roles, as are aligned with the purpose of the agreement.

- a. CLPCCD agrees to:

Responsibility/Activity	Responsible Staff
Provide a complete roster of student names and emails to LVJUSD for placement.	LPC Instructor
Provided student, professor and classroom teacher expectations and responsibilities in an agreement, signed with each participating student, and assigned classroom teacher. Every student will require fingerprint and TB clearance prior to classroom participation in addition to other requirements deemed necessary by LVJUSD.	LPC Instructor

Create assignments and experiences for the students.	LPC Instructor
Every student assigned to an on-campus classroom will complete the COVID protocols for the college including a waiver/liability and health screening.	LPC Instructor

b. LVJUSD

Responsibility/Activity	Responsible Staff
Assign students an elementary school site and teacher to complete their lab hours with.	LVJUSD Staff
Assign teachers that are willing to work with college students and provide feedback to the students.	LVJUSD Staff
Collaborate with the LPC Instructor on assignment and experience expectations.	Classroom Teacher
Verify the accuracy of students' hours when signing time sheets.	Classroom Teacher
Provide feedback on students' engagement with children and on their assignments to the LPC Faculty.	Classroom Teacher

E. Goals: The goal of this MOU is to give college students the opportunity to observe/volunteer in an Elementary School Classroom, gain understanding and knowledge of elementary teaching, for the required course lab hours, and to provide networking opportunities that will support students as they continue working towards their academic and career goals in education.

F. Confidentiality: In order to ensure the safety of students, all parties of the MOU will agree to adhere to all procedures placed within this MOU. The following information further discusses protocols that will need to be in place:

- a. LPC students enrolled in this program will complete all proper protocols to meet school requirements for placement.
- b. LPC will place an instructor in charge of all students, to check in with progress, help students when needed and follow up on expectations.
- c. LPC and LVJUSD will give clear protocols for student responsibilities to keep open communication between all parties involved.
- d. LPC will provide training to students regarding confidentiality of student information.
- e. LPC instructors will collect and verify completion of required immunizations.

G. General Provisions:

- a. Amendments. Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.
- b. Applicable Law. The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of California.
- c. Entirety of Agreement. This MOU, consisting of four pages (3) represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations and agreements, whether written or oral.
- d. Severability. Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.
- e. Termination. The CLPCCD may terminate this agreement for any reason or no reason.
- f. Insurance. LVJUSD shall maintain at all times adequate insurance to protect the CLPCCD from claims under Workers Compensation Acts, and from claims for damages for personal injury, including death, and damage to property which may arise from operations under the MOU. LVJUSD is required to file with the CLPCCD certificates of insurance prior to the start of work for:
 - i. Worker's Compensation and Employer's Liability Insurance.
 - ii. Broad from Comprehensive General Liability Insurance, occurrence coverage, with a combined single limit of liability not less than \$1,000,000.

H. **Signatures:** In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

Chabot-Las Positas College District

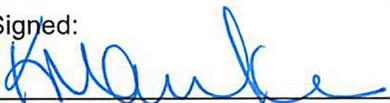
Signed:

Signature Jonah Nicholas
Printed Name of Person Signing

Vice Chancellor, Business Services
Title _____
Date

Livermore Valley Joint Unified School District

Signed:


Signature Kelly Manke
Printed Name of Person Signing

Director of Human Resources
Title _____
Date 10/29/21