



# Antioch Education Association

## *United for Students*

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### Antioch Education Association Proposal #1 January 28, 2021

#### Article 36 TECHNOLOGY

- 36.1 General Policies
  - 36.1.1 The District shall provide each unit member with access to a computer and/or laptop and Internet service that can be used in their workspace/classroom.
  - 36.1.2 The District shall provide each unit member with legally purchased and licensed software for each computer workstation and/or network necessary for the support of educational programs provided by the District.
  - 36.1.3 The District shall provide all services necessary to maintain the safe, secure, and effective functioning of all networks, communication equipment and lines, computers, projectors, peripherals, cables, cords and other devices under the supervision of unit members.
  - 36.1.4 The District shall replace or repair any malfunctioning equipment regularly used in the course of a unit member's duties within 3 working days of submission of a work order and/or service request. In the case that equipment cannot be repaired within 3 days, unit members will be updated in writing of the expected timeline for repairs.
  - 36.1.5 Unit members shall have reasonable use of workstations, software, printers, scanners, copiers, projectors, and other peripherals for work, including work that is done outside their normal work hours.
  - 36.1.6 In recognition of the fact that technological devices and software are changing rapidly and that no contract provision can foresee the nature of these changes, the District and the Association agree to meet to address such issues.
- 36.2 Telephones, Cell Phones, and Voicemail
  - 36.2.1 All unit members shall have a telephone available in their classroom that works and has voicemail access. Classroom telephones shall have ability to call outside emergency 911 service.
- 36.3 Email
  - 36.3.1 Unit members shall have the right to use email (or other online communication) to communicate with other employees of the District, other individuals and/or organizations so long as the communication is within the scope of their professional responsibilities and/or Union business. Bargaining unit members will not be disciplined for unsolicited receipt of inappropriate material.
  - 36.3.2 Antioch Education Association shall have the use of District e-mail to communicate with their unit members except as prohibited by law.
- 36.4 Electronic Records

- 36.4.1 Unit members shall not be liable for any breach of student confidentiality caused by District electronic maintenance of student records.
  - 36.4.2 The district shall provide adequate training for members required to utilize the electronic attendance accounting system. Unit members shall have up to one hour after school to submit their attendance.
- 36.5 Online Learning
- 36.5.1 Distance learning classes shall be known as “online courses.”
  - 36.5.2 There shall be appropriately credentialed bargaining unit members assigned to all online classes.
  - 36.5.3 Unit members teaching online courses shall have the same contract rights and assignment rights and expectations as other unit members.
  - 36.5.4 Each year the District shall offer training opportunities that instruct unit members in distance learning, thus creating a pool of unit members who may teach online classes.
  - 36.5.5 The District shall assure that no students are assigned to an online course in excess of the number of necessary computer workstations based upon course requirements.
- 36.6 Videotaping of instruction to be televised later shall be made only with the unit member’s prior written approval and notice to the Association. Additional compensation for broadcast, rebroadcast, and use for sale of Online Learning materials shall be subject to written mutual agreement between the Association and the District.
- 36.7 Evaluations of unit members assigned to Online Learning classes shall be in accordance with the evaluation procedures in this Agreement.
- 36.8 Technology Oversight Committee
- 36.8.1 The District and the Association agree to form a Technology Oversight Committee to make recommendations to the Superintendent or his/her designee and the Association president or his/her designee proposing appropriate actions to deal with the technology needs of the District.
  - 36.8.2 The Committee shall be composed of three (3) District appointees, three (3) Association appointees, three (3) CSEA appointees, and one (1) mutually agreed upon member with specific expertise as needed.
  - 36.8.3 The Committee shall create an agenda and determine how often they will meet.