

## ARTICLE XXVII - USE OF TECHNOLOGY

- A. All classroom bargaining unit members will, in the performance of their professional duties, be expected to maintain the district-adopted computer-based student information system and electronic gradebook, including the posting of assignments.
  - 1. Upon request, the District shall provide either paid or release time opportunities for training on the District-adopted computer-based student information system and electronic gradebook for bargaining unit members.
  - 2. For all subsequent computer-based student information systems and electronic gradebook adoptions, SVFT bargaining unit members selected by SVFT shall be included on a committee, named the Technology Adoption Committee, to evaluate and recommend all subsequent computer-based student information systems and electronic gradebook programs. The committee's analysis shall include the usability of the system or program, the ability of the program to facilitate best practices, cost, support services, the phasing in of upgrades, and the viability of pilot.
  - 3. Thirty-six (36) months before a contract for a computer-based student information system and electronic gradebook expires, the District shall convene meetings with the Technology Adoption Committee to evaluate and recommend continued usage of the computer-based student information system and electronic gradebook. When the District's adopted computer-based student information system and electronic gradebook is on a year to year contract, this committee shall convene by December 2016, and thereafter biannually (twice a year) to evaluate and recommend continued usage.
  
- B. All bargaining unit members except those working in alternative education programs, shall be expected to maintain and post a list of student assignments and assessments on the mutually agreed upon electronic gradebook and update student assignments and assessments at a minimum of every two (2) weeks, excluding student recesses of one (1) week or more.
  
- C. Bargaining unit members shall be expected to review their District-sponsored e-mail account each workday and use the District-sponsored e-mail account as a communication tool with parents, certificated colleagues, classified staff and administration. Upon returning from an absence, within two (2) working days, bargaining unit members shall review their district-sponsored e-mail account. Bargaining unit members shall be expected to respond to parent e-mails, when appropriate, within two (2) workdays.
  
- D. The District shall not terminate a bargaining unit member's District-sponsored email account until (1) workday following the last day the bargaining unit member's calendared, contractual obligations have been met as follows:
  - 1. For bargaining unit members separating contracted employment with the District at the end of a semester, not earlier than one (1) day after student grades are due to be submitted.

2. For bargaining unit members separating contracted employment with the District at any other time, not earlier than 5:00 PM on the last day of contracted employment.
3. The provisions in this section shall not apply when email account access is terminated for disciplinary or security reasons.