

Goffstown Education Association/NHEA

and

The Goffstown School District

THIS MEMORANDUM OF UNDERSTANDING is entered into between, the Goffstown Education Association (“Association”), and the Goffstown School District (“District”)

Whereas the District and the Association desire to establish an agreement regarding the use of technology by staff during the COVID-19 shut down:

Whereas the District is directing employees to provide instruction and support from home using District allocated computer devices;

Whereas the District is directing employees to use their home networks and telephones to complete District directed work;

And Whereas this is an unprecedented and emergency situation, the parties therefore agree:

1. Staff shall not use their privately-owned computer device on home networks to provide instruction, communicate with students, parents, and/or colleagues. District provided computer devices shall be used for the aforementioned purposes.
2. Staff will not be disciplined for inadvertently storing student information on home networks or cell phones when used for communicating with students, parents, and or colleagues. Staff should take care to use District provided computer devices where student information may be stored or transmitted, not personal computer devices, tablets or cell phones. Staff shall not be disciplined and will be held harmless for transmitting student information over non-secure internet connections from their homes.
3. Staff member’s personal devices shall not be deemed to be the property of the District or subject to District search or seizure by virtue of their use at the direction of the District. The parties acknowledge that all technology provided by Staff is their private property.
4. Staff members will take reasonable care to work in areas of their home providing the greatest confidentiality but will not be disciplined and will be held harmless in the event that student information is inadvertently seen by other members of the employee’s household.
5. The District assumes the risk and liability of any action taken against the Staff member by a student or student’s family for breach of confidentiality by virtue of the District’s directive to use personal internet connections and telephones
6. Any personal employee information that is housed on personal devices or network is the private property of the employee. If it is inadvertently shared or accessed through the school network through automatic wifi connection, automatic upload or similar process, it should be promptly deleted by the District and cannot be used as a basis for discipline and will be held harmless, provided the content is not criminal in nature.

7. All School District policies regarding the use of technology on home devices shall conform to this MOA if current policy contradicts this agreement.

8. All professional conduct standards, expectations and policies will continue to be in place.

Seen and Agreed To on this 30th day of March, 2020

Mary Grasset, President
Goffstown Education Association

Brian Balke, Superintendent
Goffstown School District