

**ARTICLE 10:        ASSOCIATION RIGHTS**

**10.100 Association Use of District Communication Systems**

- 10.110 The Association shall have the use of school mail and delivery systems, unit members' mail boxes, and school bulletin boards to the extent permitted by law. An Association mailbox shall be located at the District Office.
- 10.120 Association communications or materials shall be properly addressed and prepared for delivery. A copy of materials distributed throughout the District shall be forwarded to the Superintendents and site administrators at the same time as such notices are placed in the mail system. Materials distributed shall be clearly identified as an Association publication and shall be presumed to have been authorized by the Association.
- 10.130 Faculty bulletin boards shall provide reasonable space for identified Association items.
- 10.140 The District shall supply the Association with the list of names, addresses, and building assignments of unit members as soon as such list is available to the District.

**10.200 Association Leave**

- 10.210 Except as set forth below, and upon mutual agreement, the District shall grant a leave without pay or benefits to the President of the Association during the President's term of office.
- 10.220 The Association shall be granted thirty (30) days per school year for the purpose of allowing its members to participate in the Association's, or its recognized state or national affiliates', normal business activities.

The Association shall provide written notification normally three (3) days in advance to the Superintendent or designee the name(s) of the unit member(s) who will be utilizing said leave prior to the absence.

**10.300 Association Business**

- 10.310 Association representatives shall have the right to transact Association business on school property provided that the business takes place before class begins, during lunch, after school, and at times approved by the building principal, provided further such business does not interfere with the instructional process or the regular duties of unit members.
- 10.320 Unit members may select a member of the Association, an officer of the Association, or the Executive Director as a conferee in any matter relating to the provisions of this Agreement, except during the annual final evaluation conference.
- 10.321 If such conference is likely to have an adverse impact on the unit member's employment relationship, such unit member shall be entitled to Association representation upon request of the unit member. Should the unit member wish to discuss the evaluation further with a conferee present, a request may be made to the evaluator.

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- 10.322 No unit member shall be denied an Association representative.
- 10.330 With the exception of the final evaluation conference, unit members may request a postponement of any meeting, with a supervisor, during which the member's behavior, competency or personal performance is to be or has been discussed, so that the unit member may select a representative to be present at such a meeting.
- 10.331 A unit member intending to have a representative present at a continued meeting shall notify the other party of the intent, stating name and position of the representative.
- 10.332 The meeting shall be re-scheduled within two (2) work days, or at a time that is mutually agreeable to the parties.
- 10.340 The Association may use District facilities at no cost as long as said use does not interfere with the educational program and that the appropriate District form is properly filed and the provisions thereon complied with.
- 10.350 The Association shall receive online access to the school board agenda forty-eight (48) hours prior to a regular Board meeting or Board work/study session.
- 10.360 The Association shall be provided with online access to copies of all newly adopted Board Policies.
- 10.370 The Association shall receive online access to vacancy notices within the unit when as they are posted
- 10.380 Association representatives are invited to annually provide the Superintendent or designee, prior to the start of the school year, with a calendar of scheduled Monday afterschool Association Board of Directors and/or Monday afterschool Association Representative Council meetings for the school year along with a listing of unit members scheduled to attend said meetings. Upon timely receipt of the above listed schedules, the Superintendent or designee will provide copies of the schedules to the Educational Services Division and school sites and will request that mandatory meetings not be required for employees scheduled to attend the preset Monday afternoon Association meetings, except in cases of emergency.

**10.400 Dues Deductions**

- 10.410 The Association shall hold the District harmless due to any problems arising from monies having been deducted and remitted to the Association pursuant to this section.
- 10.411 The Association agrees to furnish any information needed by the District to fulfill the provisions of this section.
- 10.420 Unit members who submit a written authorization thirty (30) days prior to the effective date of the deduction shall have the deduction made.
- 10.421 Such authorization may be submitted at any time during the school year.

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- 10.422 Deductions for unit members who sign such authorization after November 10 of each year shall be appropriately prorated to complete payments for total dues by the end of the school year.
- 10.423 The authorization shall continue from year to year unless revoked in writing by the unit member on the authorized revocation form provided by the Association.
- 10.430 The Association is entitled to a change in payroll deductions of its member(s) provided an authorized Association officer submits a written request to the District for such adjustment; and provided further, that at least thirty (30) calendar days prior to the change, an authorized Association officer shall furnish the District with evidence that the Association provided notification to its members of said change. Such changes shall consist of total annual dues change, increase or decrease in dues requirements, increase or decrease in authorized deductions by a member(s) for Association approved items. Monthly, the District shall remit to the Association all dues collected and an alphabetical listing of unit members for whom such dues deductions were made.