

Draft e-learning STCA provisions

Part Thirteen

Teachers in online learning communities

1 Definitions:

- **Recognised online community**

Recognized online communities are:

- FarNet
- HarbourNet
- NetNZ
- Volcanics
- Welcom
- any other online community agreed by the parties during the term of this agreement.

- **E-class**

A class organised by a recognised online community for which learning is delivered online by a teacher employed under this agreement.

- **E-teacher**

A teacher who delivers online learning to a class organised by a recognised online community, and who is employed under this agreement.

- **E-dean**

A teacher who provides administrative and pastoral support to students who are in online classes organised by a recognised online community, and who is employed under this agreement.

- **Timetabled synchronous time**

Time that the e-teacher is timetabled to spend in online teaching with the e-class.

- **Timetabled asynchronous time**

Timetabled time for activities that support the learning of individual e-students outside the synchronous time.

- **Good practice guidelines**

'Good practice guidelines for e-learning in state and integrated schools in online communities'. These guidelines were developed with leaders of the e-learning community and may be updated from time to time.

2 E-teachers.

2.1 Shall be timetabled for 5 hours per online class.

2.2 The 5 hours shall include:

- One hour of non-contact time and
- Four hours of an agreed combination, based on good practice guidelines, of timetabled synchronous time and timetabled asynchronous time.

2.3 The allocated time for each online class will be a charge of 0.16 against the school staffing entitlement. *[Note: this is a claim for the school to provide 4 hours from its allocated staffing and for the Ministry to provide 1 hour of extra staffing]*

3 Designated E-Class size

3.1 The employer shall endeavour to ensure that no e-class is larger than 18.

3.2 No e-class shall be larger than 25 students.

3.3 Each online student shall count as 1.3 students for calculating average class size under clause 5.9.

4 E-learning support

4.1 The employer shall have a policy on out-of-school hours access to e-teachers by students and whanau, which shall reference the Good Practice guidelines.

4.2 The employer shall ensure that adequate and appropriate professional development is provided to first time e-teachers and as part of the ongoing professional development of e-teachers.

4.3 The employer shall ensure that the IT support, communication systems and administrative processes are adequate for supporting e-teaching and learning.

4.4 The employer shall provide a suitable device and ensure appropriate network security for e-teachers.

4.5 Each e-teacher shall have access to a designated e-dean.

4.6 The employer shall ensure that each e-teacher has access to the good practice guidelines.

5 E-deans:

5.1 E-dean time allowance

i) Each e-dean shall receive an additional time allowance of one-hour timetabled non-contact time per 10 e-students for whom they have assigned responsibility.

ii) The school will receive an additional 0.02 FTTE per 10 e-students (or part thereof). *(Note – this is the equivalent of a half hour from the school and a half hour from the Ministry)*

- 5.2 The employer and e-dean shall follow the good practice guidelines to agree on the number of e-students to be assigned to the e-dean.
- 5.3 Each designated e-dean shall be assigned an allowance equivalent to one management unit for the first 10 assigned e-students (or part thereof) and one additional allowance equivalent to one MMA if assigned 11 or more e-students.

6 E-dean support

- 6.1 The employer shall ensure that appropriate policy and practice is established for managing student data which is compliant with the Privacy Act and that e-deans are provided with training in its use.
- 6.2 Each e-dean shall be provided with an appropriate programme of Induction before starting the role and with ongoing PLD relevant to the role.
- 6.3 The employer shall ensure, following good practice guidelines, that where practicable a teacher who holds an e-dean role does not at the same time hold an e-teaching role.
- 6.4 The employer shall ensure that each e-dean has access to the good practice guidelines.