

MEMORADUM OF UNDERSTANDING
BETWEEN
DEPARTMENT OF DEFENSE DEPENDENTS SCHOOLS
AND
FEDERAL EDUCATION ASSOCIATION

Implementation of Gradespeed for 4th thru 12th grade: Grade Book Web Portal

1. The parties agree that Gradespeed will be the only authorized and supported grade book used by DoDEA employees in grades 4 thru 12. The teacher at his/her discretion will maintain Gradespeed and make appropriate grade adjustments. The use of Gradespeed may eliminate the need for the teacher to send out midquarter progress reports.
2. Management-directed training associated with the implementation of the "Gradespeed: Grade Book Web Portal" initiative will be held during the duty day. The training will be scheduled to last no more than 2 hours. The training manual and user guide will be provided to each user during this training. Such training will not normally be performed during the first three duty days of the school year. DoDEA employees using Gradespeed, including ET's, will receive Management provided training before using Gradespeed.
3. If training cannot be accomplished during the duty day, the parties agree that the Management and the appropriate union representative will meet to jointly develop a plan for the time, place, and length of the training at the local level. If conducted away from the duty site or outside of the duty day, educators will be compensated for the time spent at training in accordance with established practice at the local level.
4. In the event that data entered by an educator is not retrievable and must be reentered, Management will provide coverage to the educator for the time required to re-enter the lost data. Errors created by Gradespeed may include, but not limited to inaccurate averaging, lost grades, and lack of crediting of scores/grades. The FRS and school level administrator(s) will work collaboratively to resolve technical problems and minimize additional work incurred through technological problems.
5. Classroom teachers' electronic gradebook (Gradespeed) will not be viewed by other school level teachers. Educators working with special needs students may have access to a student's grades and assignments on a need-to-know basis when responsible for monitoring a student's progress in accordance with DoDEA regulations.
6. Management shall provide a written policy regarding the responsibilities, guidelines, and appropriate use for Gradespeed usage by parents/guardians/students. Any misuse of Gradespeed such as, but not limited to, excessive emails, inappropriate written communication, and unreasonable requests will be reported to the school administration for appropriate action.

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July 8 '08

7. High school teachers will post any grade or cumulative grade average that would determine a student ineligible for extracurricular activities. The parties also agree that high school teachers must post a quarter average grade by the end of the second week that a student is registered in the class.

8. Gradespeed will have a provision for implementing grades that can be hidden from view from parents on the Portal. These grades are not computed into the grade point average.

9. In attempting to resolve any disputes that arise, the parties agree to make every effort to resolve such disputes at the organizational level where they arise prior to forwarding them to the next level.

10. FEA will be given the opportunity to designate a representative on committees, task forces, work groups, etc., that involve bargaining unit members in accordance with currently established practices. It is understood that this representation does not constitute bargaining.

11. Following School Year 2008-2009, FEA and DoDDS will meet to review the results of the implementation and bargain any changes, updates, and/or modifications to be made to Gradespeed.



Michael Priser
FEA President
July 8, 2008



Lenoir Graham
Human Resources Director, DoDEA
July 8, 2008