

STAFF COMPUTER PURCHASE ASSISTANCE

Background

Computer technology has significantly impacted the way in which staff deliver educational programming to students. In an effort to ensure that quality education is delivered and enhanced for students, staff members need to know what possibilities computers can offer students for word processing, spreadsheet work, and in the use of the Internet as a few examples. Computer use is best learned through individual hands-on activities and this can be served well when staff own a personal computer, therefore enabling themselves to enhance their performance when instruction involves the use of computer technology. The Division makes available a computer purchase assistance program that allows staff members to purchase a computer prior to or shortly after the beginning of the school year and then repay the Division for the full costs of the computer over the course of the rest of that school year.

Procedures

1. The computer purchase assistance program shall be available to all full year staff members or to "less than full year" staff members provided repayment occurs before the end of their contract with the Division.
2. Price quotations for computer packages will be available on the DELL web site and staff will choose a specific package by mid-October.
3. Monthly deductions covering the capital outlay charges, beginning in September or October and ending in June, shall be deducted from staff who choose to purchase a computer package. Staff members may chose a shorter-term repayment plan and this can be worked out with the Assistant Superintendent (Business and Financial Affairs).
4. Staff choosing to take advantage of this plan shall sign a contract accepting conditions of repayment through payroll deductions prior to their purchase of a computer package.

Reference: Section 60, 61, School Act