

## **13.4 Safety Committee**

A Safety Committee shall be composed of four (4) members from the Union appointed by the Union and four (4) members appointed by the District who shall review safety conditions of employment. The committee may make recommendations to the Superintendent concerning improvements in safety conditions of employment. This committee shall elect a chairperson. The committee shall have access to information and data to carry out its function.

### **13.5 Procedures**

#### **13.5.1**

The Safety Committee shall meet on a regular basis according to a schedule agreed upon by the Safety Committee.

#### **13.5.2**

Special meetings may be called by the chairperson to consider an acute safety problem.

#### **13.5.3**

The Safety Committee shall designate one (1) District member and one (1) BCCE member to investigate a safety problem.

#### **13.5.4**

Each side will have one (1) vote on all matters under consideration.

#### **13.5.5**

The Safety Committee shall review safety equipment for unit members under their jurisdiction and make recommendations concerning said equipment.

#### **13.5.6**

The Safety Committee shall have the ability to determine whether a room is sufficiently safe for unit members to carry out their duties.

#### **13.5.7**

The Safety Committee shall report its findings and recommendations to the Superintendent. In the event that the Committee is deadlocked on findings and/or recommendations, either side may submit findings or recommendations to the Superintendent. The Superintendent will promptly reconsider and decide on the recommendations and findings of the Safety Committee.

#### **13.5.8 Release Time**

The unit members of the committee shall be allowed reasonable release time to carry out their obligations under this section.

### **13.6 No Discrimination**

No unit member shall be in any way discriminated against as a result of reporting any conditions believed to be in violation of the District compliance section above or in violation of any State or Federal law on safety conditions of employment.

## 13.7 Personal Safety

### 13.7.1

A written description of the rights and duties of all unit members with respect to student discipline as it affects unit members' safety including the use of corporal punishment and rights of suspended students shall be presented to each unit member.

### 13.7.2

The immediate supervisor or site administrator shall notify a unit member and the Union when the District becomes aware of a threat of assault upon the unit member.

### 13.7.3

A unit member shall immediately report attacks, threats, or assaults by pupils, parents or non-students to his/her supervisor or site administrator who will investigate the incident and report it to the Union President, Safety Committee Chair and District. The unit member and the site administrator shall promptly report the attack, threat or assault to the City of Berkeley police and notify the Safety Committee. To the extent permitted by law, the Superintendent shall comply with any reasonable request from the unit member for information in the possession of the District relating to the incident or the persons involved, and shall act in an appropriate way as liaison between the unit member, the police, and the District Attorney's Office.

## 13.8 Ergonomics

The District agrees that, upon request of a unit member, it shall provide anti-glare covers for computer screens. The District and the Union further agree that it is in the best interests of the District and unit members to provide preventative measures and ergonomic equipment and accommodations to protect unit members' health. Unit members may request accommodations and adaptations such as, but not limited to wrist rests, foot rests, back rests, keyboards or other ergonomic equipment. Such requests shall be presented to the immediate supervisor who shall respond to the unit member, normally within ten (10) workdays. It is agreed that the District will review the request, evaluate the needs and make a determination in accordance with this article. It is further understood that the District may rely upon professional advice of the unit member's health provider, or of rehabilitation counselors, ergonomic experts or similar experts in making its determination regarding what is appropriate to provide. If the unit member is not satisfied with the response, she/he may appeal the request to the Director of Classified Personnel who shall review the request in accordance with the criteria contained herein. If the unit member is not satisfied with the decision of the Director of Classified Personnel, she/he may appeal the request to the Superintendent's level for determination, which shall be the final step of the appeal. The Parties agree to establish an ergonomics committee to review issues and make safety recommendations concerning Ergonomics.

## 13.9 Suspended or Expelled Students

School Safety Officers shall receive the same notification provided to classroom teachers under Education Code section 49079 regarding students who have engaged in, or are reasonably suspected to have engaged in, acts that are grounds for suspension and/or expulsion.

## 13.10 Sign In/Sign Out for Safety

To ensure the safety of unit members in the event of any emergency or major disaster, unit members shall record on a daily basis their arrival at, and departure from, their site, using a written sign-in/sign-out sheet, or other method mutually agreed upon by the parties for the site. This section shall be inoperative until all District employees are subject to the same requirement. The recording of unit members' arrival at and departure from their site shall not be used for disciplinary or payroll purposes. This Sign-In/Sign-Out for Safety provision does not alter any aspect of section 10.1.1 (c).