



Administrative Regulations

South San Antonio Independent School District

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Employee Rights and Privileges: Personnel Management Relations - 2023	

PURPOSE

A consultation committee shall be established for each school year for the purpose of creating a means by which the Board or the District may consult with District teachers on matters concerning educational policy and conditions of employment.

CONSULTATION UNIT

For purposes of implementing this consultation procedure, teachers shall be defined as all certified personnel who have no disciplinary authority or evaluation power over other teachers, including those on leave of absence from the District. Included in this definition of teacher shall be classroom teachers, school counselors, school librarians, special education teachers, and school nurses.

COMPOSITION

The administration shall be represented on the consultation committee by representatives of their choice, not to exceed five in number.

The District's teachers shall be represented on the consultation committee by representatives of their choice, not to exceed five in number.

PROCEDURE

The Superintendent or designee shall call an initial meeting of the consultation committee no later than 30 days after the first day of the school year, giving due notice of time and place. The purpose of this meeting shall be to select matters for consideration by the consultation committee and adopt a tentative agenda.

Additional meetings shall be scheduled as may be necessary to complete consideration of selected agenda items. At least one meeting per month shall be scheduled. Meetings shall be scheduled to avoid conflicts with school duties of committee members, or released time without loss of salary or benefits shall be arranged for committee members when meetings are held during school hours.

Minutes of each meeting shall be kept for presentation at later meetings for review and/or appropriate action.



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Reports of the subject matter and results of such meetings shall be made periodically to the Board by the consultation committee and Superintendent.

The Superintendent on behalf of the Board shall furnish to committee members, upon reasonable request, such information as may assist them in developing intelligent, feasible, and constructive proposals on the subjects considered. The requested information may include financial reports and the tentative budget for the next school year. Such information shall be provided to committee members prior to Board action thereon and at a date as early as practical.

The Board shall not act on any matter that is a proper subject of consultation before that matter has been discussed by the consultation committee.

RATIFICATION OF AGREEMENTS

When an agreement is reached on any Board policy-related consultation issue, it shall be reduced to writing and submitted to the Board for approval:

1. Exclusive Privileges Accorded

- a. The Board shall recognize the employee organization elected by teachers as the sole and exclusive consultation representative of teachers in the District for a period of two years, and for such additional periods of time as its recognition may be extended under procedures approved by the Board.
- b. The employee organization elected by teachers shall serve as the sole agent for consultation procedures in the District under provisions established by the Board.
- c. Upon written request, the Board may grant leaves of absence with out pay, renewable from year to year, for the president of the employee organization that has exclusive representation on the consultation committee. At the expiration of the leave of absence, the president shall return to a position that is comparable to the position he or she previously held, with retention of all benefits.

2. Non-Exclusive Privileges Accorded

- a. The employee organization exclusively represented on the consultation committee shall have reasonable use of the District's mail distribution system.
- b. The employee organization exclusively represented on the consultation committee shall have reasonable use of the District's bulletin boards.
- c. Members of the employee organization that has exclusive representation on the consultation committee may individually authorize a deduction from their salary checks for dues of the organization and its local, state, and national affiliates.



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OBLIGATION TO REPRESENT

The employee organization that has exclusive representation has the obligation and responsibility of representing all employees covered in this agreement.

PRESENTATION OF GRIEVANCES

Establishment of the consultation committee shall in no way impair the right of teachers or any other employee of the District to present grievances in accordance with established procedures concerning wages, hours of work, or conditions of employment individually or through any representative of their choice.

BOARD AUTHORITY

The Board reasserts and reaffirms its right, duty, and obligation to exercise exclusive control of the District and to make all final decisions with respect to the District, its policies, rules, and regulations.

CHALLENGE TO EXCLUSIVE REPRESENTATIVE

Any other group wishing to challenge the right of an employee organization to remain as the exclusive representative of teachers in the District shall present petitions to the Board, between March 15 and April 30 of any even year, bearing signatures of 40 percent of the eligible consultation unit of the District.

The Board or its designee shall validate such petitions and call for the election, if needed.

For a period of two years after an employee organization has been certified as the exclusive representative, no other organization may present claims or questions relative to recognition or representative status of the exclusive employee organization.