



Contract Negotiations

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Agenda

- The Process
- Using Data
- Tools for Negotiations



The Process - Overview

- Negotiation Cycle:

Preparation → Data Review → Strategy Setting → Negotiation → Tentative Agreement → Ratification → Implementation

- Negotiations are cyclical – plan for the future
- Balancing multiple negotiations



The Process – Roles & Responsibilities

- Who does what?
 - BOE
 - Superintendent
 - School Business Official
 - Attorney
 - Union
- Variations by district
- Preserving working relationships



The Process – Superintendent – SBO - BOE

- Alignment is key
- Transparent communication throughout negotiations
 - Consistent, relevant updates
 - Executive session discussions



The Process – Political and Practical Realities

- Managing expectations
- Impacts on other bargaining unions
 - “Well they received x% and no increase to health care contributions...”
- It's a balancing act
- Competing priorities
- Preserving positive union relations



Using Data – Why it Matters

- Process to analytics
- Data = credibility
- Opportunity to inform and educate
 - Anchor conversation in real data, comparative or otherwise
- Good faith bargaining starts here
- Examples of data:
 - Salary trends
 - Tax cap impacts
 - Long range financial plans
 - State aid outlook



Using Data – Sources of Data

- PNW BOCES Negotiations Clearinghouse
- Neighboring district contracts (relevant comparisons!)
- Internal salary and benefit history
- Fund balance projections
- Long Range Financial Planning
- Enrollment and staffing trends
- Fiscal stress and state aid data
- What's mandatory?
 - Understanding narrows the scope of data collection



Tools for Negotiations

- PNW BOCES Negotiations Clearinghouse
- Scattergrams
- Retirement projections



PNW BOCES Negotiations Clearing House

NEGOTIATIONS CLEARINGHOUSE
PUTNAM, WESTCHESTER & ROCKLAND COUNTIES

CONTRACT ANALYSIS

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Contracts

Surveys

Enhanced Contract Analysis
System

FAQs

OFFICE OF NEGOTIATIONS CLEARINGHOUSE SERVICES

Putnam/Northern Westchester BOCES
Yorktown Heights, New York 10598

NegotiationsClearingHouse@pnwboces.org

A BRIEF OVERVIEW OF THE CLEARINGHOUSE SERVICES

The Office of Negotiations Clearinghouse Services was established in November, 1972 through the joint efforts of the Westchester County School Boards Association (now Westchester-Putnam) and the Westchester County Council of Chief School Administrators (now Lower Hudson Council of School Superintendents).

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NEGOTIATIONS CLEARINGHOUSE

CONTRACTS AND MEMORANDUMS OF AGREEMENT (MOA's):

- For Contracts and MOA's from **A** through **B**, click [here](#)
- For Contracts and MOA's from **C** through **D**, click [here](#)
- For Contracts and MOA's from **E** through **G**, click [here](#)
- For Contracts and MOA's from **H** through **L**, click [here](#)
- For Contracts and MOA's from **M** through **N**, click [here](#)
- For Contracts and MOA's from **O** through **Q**, click [here](#)
- For Contracts and MOA's from **R** through **S**, click [here](#)
- For Contracts and MOA's from **T** through **Z**, click [here](#)

NOTE: For Contract Analyses prior to 2016-2017, please contact the Office of Negotiations Clearinghouse Services at 914-248-2458 or negotiationsclearinghouse@pnwboces.org.



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SURVEYS

DIRECTIONS TO ACCESS NEGOTIATIONS CLEARINGHOUSE SURVEYS:

Click here for a complete [TABLE OF CONTENTS FOR SURVEYS](#). Locate the survey you are interested in and make note of the fiscal year in which it was compiled.

Please click [here](#) to email Negotiations Clearinghouse Services for copies of surveys from prior fiscal years:

Please click on the links below for surveys from the following fiscal years:

- [2020-2021 Surveys](#)
- [2021-2022 Surveys](#)
- [2022-2023 Surveys](#)
- [2023-2024 Surveys](#)
- [2024-2025 Surveys](#)

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A BRIEF OVERVIEW OF THE CLEARINGHOUSE SERVICES

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Choose Districts:

New Rochelle

North Rockland

North Salem

Nyack

Ossining

Pearl River

Peekskill

Pelham

Pleasantville

P/NW BOCES

Choose Document Sections:

Administration Section - General Topics

Recognition

Work Year - Vacation Regulations

Evaluation Provisions

Administration Section - Salaries and Benefits

Salary Statements (Including Merit Increases)

Longevity (Career) Increments

Per Diem Pay Regulations

Administration Section - Leaves of Absence

Sick Leave

Show Contract Sections



Welcome to the Putnam Northern Westchester BOCES' OFFICE OF NEGOTIATIONS CLEARINGHOUSE SERVICES Contract Analysis. This service is a joint venture between PNW BOCES and Dark Horse Systems, Inc. The Contract Analysis provides participating school districts/BOCES with the ability to compare their collective bargaining agreements with other districts/BOCES in the Putnam/Westchester/Rockland region. To view:

- Contract Analysis. Select districts/BOCES and contract sections at left, then press "Show Contract Sections".
- Spreadsheets. Select districts/BOCES, then click on "Downloads" in the menu bar to choose a workbook.
- Tutorial. Click on "Tutorial" in the menu bar for additional usage information.

Complete contracts, Memorandums of Agreement, and Clearinghouse survey results are available at [The PNW BOCES Clearinghouse](#).

We hope that you will find this new format more flexible and usable than in the past. If you have any questions or suggestions for improvement, please call (914) 248-2458 or email NegotiationsClearingHouse@pnwboces.org.

Choose Districts:

Rockland BOCES
Schoharie County
Ulster County
Albany County
Catskill
Delaware County
Herkimer County
Montgomery County
Otsego County
Saratoga County
Schuylkill County
Warren County
Washington County
Westchester County
Yamont County

Choose Document Sections:

Secondary Teachers: Extra-Help Regi
Elementary Teachers: Daily Preparati
Parent/Teacher Conferences
Evening Requirements
Faculty Meeting Requirements
Class Size Regulations
Staff Development
Release Time for Writing IEP's
Teacher Participation In Decision Mak
Employee Assistance Program
Alternatives to Section 3020a Procees

Show Contract Sections

Briarcliff Teacher (06/20) ART XX Salary Credit

Choose Workbooks



Workbook Group:

2024-25 Workbooks ▾

Districts:

All Districts ▾

Click on a report below to download it (all districts)

[Financial Reporting](#)[Administrator Salaries](#)[Teacher Salaries](#)[Classified Salaries](#)

Choose Districts:

- Arasley
- Bedford
- Blind Brook
- Blythedale
- Brewster
- Briarcliff**
- Bronxville
- Byram Hills
- Carmel
- Cedar Knolls
- Channagua

Choose Document Sections:

- Summer School Compensation
- Home Instruction Compensation
- Adult Education Compensation
- Miscellaneous Other Compensation
- Chaperoning Requirements and Stipe
- Initial Salary Step Placement Regulati
- Vertical Step Advancement on Salary
- Graduate Credit Regulations
- In-service Credit Regulations**
- E.I.T. Money, Contractual References
- Teacher Section - Leaves of Absence**

Show Contract Sections

Briarcliff Teacher (06/20) ART XX Salary Credit

Teacher Section - Salaries, Extra Pay for Work and Related Data: *In-service Credit Regulations*

B. Course Credit

4. Salary credit will be granted with prior approval for:

- g. In-service courses related to teaching methodology, assignment or required by the Administration.

5. Salary credit will not be granted for:

- d. Courses for which prior approval was not requested and in the District Office at least ten (10) days prior to the opening session of the course.
- e. Courses which duplicate previously taken courses.
- f. Courses which are not properly documented by official transcripts.
- g. No salary credit shall be received for any course if the District pays the tuition.

8. The District will pay tuition for voluntary in-service courses taken by teachers who do not opt for salary credit.

C. Salary & Step Advancements

Effective July 1, 2015 modify the salary schedule columns such that acquisition of MA+15 and MA+45 columns shall require at least 9 district offered in-service course credits and/or graduate course credits (where the institution would confer such credits for its on-campus courses (not excluding on-line courses) in the case of acquiring MA+15 and 18 such credits in the case of acquiring MA+45. Unit members who are currently at least two-thirds of the way towards acquiring Column MA+15 or MA+45 shall not be required to meet the 9 credit standard set forth above for acquiring such next column.



Fiscal Responsibility and Labor Relations

- Every number has a narrative
- Long Range Financial data to frame sustainable decision making
- Time, trust – not dollars



Common Pitfalls and Lessons Learned

- Lack of alignment with BOE, Superintendent
 - Walking back tentative items
- Overpromising
- Misinterpretation of data and comparable
- Taking a break – cooler heads prevail
- Sometimes, it may not work out



Contact Information

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