CACHE COUNTY
SCHOOL DISTRICT
Educating students for success in a changing world

Cache County School District

Policy Series 5000: Personnel

Policy No. 5500

Negotiation Ground Rules

I. Any of the following rules many be changed, amended or waived by mutual agreement of the parties:

A. The Board and the Association shall negotiate in good faith, endeavoring to give direction to their respective negotiating teams during negotiations in an effort to reach agreement on all matters.

B. The Association and the Superintendent or his/her designee shall together, review preliminary budgetary information affecting revenue and expenditures as soon as it is available for the ensuing year. This data may be shared in separate special sessions with negotiation team leaders.

C. During negotiations, the Board and the Association teams will present relevant data, exchange points of view, and make written proposals. Upon the request of either party, the other will make for inspection, its records, and data pertinent to the subject of negotiations.

D. Either party may, if it so desires, utilize the services of outside consultants and may call upon professional and lay representatives to assist in the negotiations.

E. Negotiations shall be conducted in closed sessions unless both parties agree to the contrary.

F. During negotiations in closed sessions, releases to news media either in writing, through verbal communication, electronic medium (i.e., internet, etc.) or otherwise shall be made only as agreed to jointly. Meetings or newsletters to discuss progress of negotiations with constituents may be conducted at any time by either party. (It is understood that the Board considers classified employees their constituents, as well as the Association by their membership, considers classified employees their constituents.)

G. The negotiators for the Board and the Association are empowered to create joint study committees when they deem it necessary or expedient.

H. Any agreements reached through the aforementioned procedure shall be clearly stated in writing and shall be agreed upon by the Association and the Board.

I. A stated agenda for discussing negotiations items will be followed.

J. All discussions will be directed to the team spokespersons. The spokespersons may refer questions and discussions to members of their respective teams.

K. Caucuses may be called by either team and will be limited to 15 minutes unless mutually agreed to beforehand. The team calling the caucus will leave the negotiations room.

L. Negotiations meetings will be conducted with a goal of meeting weekly unless each team agrees to not meet during any particular week. Teams will meet when they feel

constructive progress can be made. Sessions will be limited to 3 hours unless both parties agree to longer sessions.

M. Location, date, and time of each meeting will be mutually agreed to by both teams.

N. Should meetings be held during a member's regular work schedule, the District will provide release time for the Association team members and allow the use of professional leave for compensation.

O. When a tentative agreement is reached on all items, each team will begin the ratification procedures of its respective organization. The negotiated items will become effective upon ratification of both organizations. After proposals have been submitted, no new proposals will be made.

P. If an Impasse is declared by either negotiation team, the Federal Mediation and Conciliation Service will be utilized, where possible, to facilitate agreement.

Legal References:

Synopsis:

Approved by the Board of Education: May 1, 1993.. Last Revised: June 7, 2012. Prior Revised Dates: