

Sample Ground Rules

1. Good faith

Bargaining in good faith shall be construed to mean sincere integrity in profession and performance. This

includes completing assigned research or "homework" tasks, communicating respectfully and honestly, treating

all parties with integrity.

2. Time and Frequency

Meetings will be scheduled through mutual consent and unless otherwise agreed to will last from _____.

Meetings may be extended or cut short by mutual agreement. Both parties agree to start on time.

The teams will meet on the following days, and agree to adhere to this schedule unless emergency circumstances arise: List dates for subsequent meetings.

3. Location

Regular negotiation sessions will be held in _____. The time and location of the subsequent meeting will be confirmed at each bargaining session.

4. Composition and size of the teams

The union bargaining team will consist of (names of team members) and other consultants so deemed by the exclusive representative. The district bargaining team will consist of (names of team members). In case of a mutually agreed upon need, the two negotiating teams may request outside consultants be brought in for discussion with the negotiation teams, after which negotiations will resume.

5. Role of Chairperson

The lead for the Board and Union will act at meetings as co-chairpersons.

6. Time Limits

Time limits of _____ hours will be followed but can be extended upon mutual agreement by both bargaining teams.

7. Exchange of Proposals

The parties will exchange proposals in this manner: _____.

8. Right to Caucus and Adjourn

Each party's right to caucus is recognized at all times during the meetings.

9. TA's

All items of agreement shall be initialed by _____ and _____ (TA = tentative agreement). Final agreement on any part of the master contract does not take place until final agreement has taken place on all items of the master agreement.

10. Agenda

The agenda for the next negotiating session will be discussed during the last minutes of each negotiating session.

11. Scope of Authority

As representatives of the employer and employee groups, the negotiating teams are empowered to negotiate in good faith and reach agreements on employee and Board proposals, subject to ultimate ratification by their membership. Decision makers will be at the table for both sides.

These ground rules may be altered by mutual consent.