

**6000—NEGOTIATIONS**

(This section on negotiations is confined to professional employees negotiating under the Public Employment Relations Act, MCL 423.201 *et seq.*)

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## **Section 6000 – Negotiations**

6001 Goals and Objectives

6001

The Board recognizes its legal obligation to negotiate wages, hours, and terms and conditions of employment with duly and legally recognized employee groups. It is the intent of the Board and its authorized representatives to adhere to the confines of the law and to discharge its obligations in an orderly and positive manner within the restrictions of the Public Employment Relations Act.

It is the intent of the Board to participate in the negotiations process in order to maintain the primary function of the District, which is the education of students.

Approved:

LEGAL REF: MCL 423.201

## **Section 6000 – Negotiations**

6050 Recognition of Bargaining Units

6050

The Board shall not recognize by stipulation any bargaining unit within the District. All units desiring recognition by the Board shall do so through an election conducted by the Michigan Employees Relations Commission as provided by statute.

Approved:

LEGAL REF: MCL 423.212-214

## **Section 6000 – Negotiations**

6100 Board Negotiating Agents

6100

The Board shall appoint a member of the staff, or the Superintendent, or an outside consultant, to serve as chief negotiator in its negotiations with each employee group recognized under the Public Employment Relations Act.

The Board shall appoint other member(s) of the Board and/or administrative staff to each negotiating team to assist and counsel the chief negotiator.

The appointed chief negotiator shall be fully empowered to reach a tentative agreement on collective bargaining agreements on behalf of the Board within the parameters established by the Board.

Approved:

LEGAL REF: MCL 423.211

## **Section 6000 – Negotiations**

### **6150 Superintendent's Role in Negotiations**

6150

The Superintendent may serve as the chief negotiator for the Board at the discretion of the Board. If the Superintendent is not serving as the chief negotiator, he/she may serve as a negotiating team member or as a consultant to the negotiating team.

The Superintendent shall serve as the liaison between the Board and the bargaining team and shall be responsible to keep the Board informed on the progress of negotiations.

The Superintendent shall arrange for the chief negotiator, if other than him/herself, to meet with the Board to develop negotiation goals and objectives, establish parameters and provide periodic updates on the progress of negotiations.

The chief negotiator shall be expected to maintain close communication with the Superintendent on the status of negotiations including proposals discussed or offered at the bargaining table.

Approved:

## **Section 6000 – Negotiations**

### 6200 Confidentiality of Negotiations Information

6200

Board members and administrators are to keep information regarding the progress, status, or issues involved in negotiations confidential unless authorized by a majority vote of the full Board to serve as a spokesperson to release information to the staff, media representatives, or the public. Unless otherwise determined by the Board, only the Superintendent is authorized to release negotiations information.

Board members violating this policy are subject to discipline by the Board that may include removal from a Board officer role, removal from committee assignments, and/or public censure.

Administrative staff members violating this policy are subject to discipline as determined by the Superintendent.

Approved:

## **Section 6000 – Negotiations**

6400 Contract Ratification

6400

Before the ratification of any negotiated master contract, the Superintendent shall conduct or direct a thorough proofreading of all substantive changes to the master contract.

The Superintendent shall forward the final draft of any substantive changes to the negotiated master contract, along with a front “summary sheet” outlining those contract articles that have been substantively changed, to each Board member not less than three (3) calendar days before the Board’s scheduled ratification meeting. Unless noted on the list of changes to the master agreement, or the summary sheet, the Board shall assume that other sections of the master contract remain unchanged, with the possible exception of non-substantive, minor spelling, grammatical, punctuation, or format corrections.

Approved:

## Section 6000 – Negotiations

6400-R Contract Ratification

6400-R

The proofreading of each negotiated master contract shall be under the supervision of the Superintendent. The draft copy of any negotiated master contract that is submitted to the Board prior to final ratification shall have the following conditions met:

1. The master contract draft shall contain all amendments, additions, and changes in wage rates indicated in “bold” lettering.
2. A letter shall accompany the draft document, which reflects a summary of any provisions deleted from the former negotiated master contract.
3. The master contract draft shall be accompanied by a letter from the recognized bargaining agent indicating the tentative negotiated master contract has been ratified, and that the master contract draft has been proofread by the agent and accurately reflects the terms of the tentative negotiated contract.
4. A copy of the recognized bargaining agent’s letter and the Superintendent’s letter to the Board, along with the final draft of the negotiated master contract shall be given to each Board member in the period as provided for in policy.
5. The Superintendent shall prepare a written motion for the Board, which states as follows:

“It has been moved by \_\_\_\_\_ and supported by \_\_\_\_\_ that the Board of education moves to accept the amendments, additions, and deletions to the 20\_\_ - 20\_\_ master contract between the Board of education and \_\_\_\_\_ as presented in writing by the Superintendent.”