

**GROUND RULES FOR NEGOTIATIONS**  
**Instructional Bargaining Unit**

1. Negotiations shall be conducted at a location or online forum mutually agreed to by the chief negotiators. ~~The parties will follow all CDC and Health Department guidelines to ensure safety for all.~~
2. Future negotiation sessions will be scheduled by mutual consent of the chief negotiators.
3. The negotiation sessions will continue until the agenda is exhausted or the adjournment time has been reached unless both chief negotiators agree to an extension.
4. All communications or correspondence concerning change of meeting dates or times or any other mechanical necessity will be the responsibility of the two chief negotiators.
5. All bargaining team members will be furnished copies of any proposals or counter proposals distributed at the table or prior to an agreed upon online forum.
6. All tentative agreements will be reduced to writing, initialed, and dated by the chief negotiator for each side either in person or electronically during an online forum at the meeting at which the tentative agreement is reached. An initialed copy will then be provided to each bargaining team for their records. Only proposals that have been initialed by the chief negotiators for both sides shall be presented to the bargaining unit members or to the School Board as being agreed upon. Initialed provisions are subject to change by the chief negotiators only by mutual agreement.
7. All tentative agreements on given items are contingent upon overall agreement being reached by the parties. No tentative agreement on any item shall be considered effective or binding on either party until an overall agreement is reached and ratified by both parties.
8. Should either party fail to ratify the entire Agreement, then only those issues previously subjects of bargaining between the two parties shall be subject to further negotiations unless both parties mutually agree to discuss additional issues.
9. Each side reserves the right to caucus at any time during negotiations.
10. Upon mutual consent of both chief negotiators, a formal negotiating session may be recessed to allow interest-based open discussion by all participants. Upon request by either of the chief negotiators, a formal session will resume.
11. Since the parties have agreed to audio tape bargaining sessions, the party conducting the taping will provide the other party with a full copy of each recording as reasonably close to one week of the recorded session as possible. No member of either bargaining team shall record (audio or video) any session unless permission has been mutually agreed upon by the chief negotiators.
- ~~12. For negotiations during the 2020-2021 collective bargaining session, both the Board and the Union agree that bargaining sessions may be held in person, virtually via Zoom or another mutually agreed upon format, or a combination of both. This is in response to the Covid-19 pandemic that our county, state, and country are currently dealing with and is an attempt to conduct bargaining in the safest manner possible for all members of both bargaining teams.~~

\_\_\_\_\_  
For the Board

\_\_\_\_\_  
Date

For the Union

Date