

See the following pages for local provisions on:

Section I Consultation with Teachers Committee — 5 pages

Section II Consultation with Paraprofessional Employees Committee — 4 pages

Section III Consultation with Classification / Support Employees Committee — 4 pages

EMPLOYEE RIGHTS AND PRIVILEGES  
PERSONNEL-MANAGEMENT RELATIONS

DGB  
(LOCAL)

PURPOSE	<p>A Consultation Committee shall be established for each school year for the purpose of creating a means by which the Board of Trustees of the District may consult with District teachers on matters concerning educational policy and conditions of employment.</p>
CONSULTATION UNIT	<p>For purposes of implementing the consultation procedure, "teachers" shall be defined as full-time certificated personnel of the District who have no disciplinary authority or evaluation power over other teachers. Included in this definition of teachers shall be classroom teachers, school counselors, school librarians, and school nurses.</p>
COMMITTEE COMPOSITION	<p>The Board shall be represented on the Consultation Committee by the Superintendent and/or his or her designated representatives not to exceed five in number.</p> <p>The District's teachers shall be represented on the Consultation Committee by five representatives of the employee organization recognized by the Board.</p> <p>Only the president of the employee organization and full-time teachers of the District shall be eligible to serve as representatives of employee associations on the Consultation Committee.</p> <p>All rights and privileges granted to the organization under the terms and provisions of this agreement are for the exclusive use of the employee organization recognized by the Board through the election process herein described.</p>
CALL FOR ELECTION	<p>The following shall apply:</p> <ol style="list-style-type: none"><li>1. Any group(s) or individuals wishing to challenge the right of the elected organization as the exclusive representative for employees of the specified category must demonstrate through the signing of petitions that 40 percent of the eligible category employees wish to have an election.</li><li>2. A call for election petition drive may only be conducted during the spring of even-numbered years.</li><li>3. Call for election cards may only be signed from the third Monday of January through the last Monday of February of even-numbered years.</li><li>4. Call for election cards must be a duplicate of the form shown in Exhibit A.</li><li>5. Call for election cards may not be secured during work time.</li></ol>

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6. Cards may be distributed and/or collected before the beginning of the workday, after the end of the workday, and during duty-free lunch.
7. An employee who signed a card to call for an election may request that the organization for which the card was signed return the card to the employee. The request must be made at least five workdays before the last Monday of February.
8. Any evidence of violation of Call for Election rules must be presented to the Superintendent or designee. The Superintendent shall make a ruling on the evidence. If a rule violation is found, the card(s) will be invalid.
9. Cards must be presented to the Superintendent's office by the end of the workday (4:30 p.m.) on the Tuesday immediately following the last Monday of February.
10. Cards must be submitted in location order and must be in alpha order within each location.
11. The cards must be accompanied by a letter of transmittal which includes the name of the organization and specifies the number of cards being submitted. The letter must also include the consultation category which is being challenged.
12. The Superintendent shall designate persons to validate the signatures.
13. Only the signatures of eligible employees shall be considered.
14. To be eligible, the person identified on the card must be an employee of the District on the last Monday of February in the year of an election.
15. The number of persons in a particular category employed by the District (as determined by the personnel department of the School District) on the last Monday of September will be the official count of total employees in a category.
16. Forty percent of that eligible number will be required to establish a call for election.
17. If an organization has presented valid signatures representing 40 percent of the employees in a category, the Superintendent shall present a request for a called election to the Board at the first Board meeting in March. If the Superintendent presents a request for a called election, a list of all rule violations submitted to his or her office must accompany the request.

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18. If the call for election is approved by the Board, campaigning may begin no earlier than the first Monday after spring break and will end at midnight on the 11th workday thereafter.
19. The election will be conducted according to the election rules promulgated by the administration, on the twelfth workday after spring break.
20. In the event that no organization receives a clear majority of the valid ballots cast, a runoff election shall take place between the two organizations receiving the highest number of valid ballots cast. The runoff election will be conducted the 17th workday after spring break.
21. The results of the election shall be presented to the Board at the first Board meeting following the conclusion of the election procedures.
22. If the results of the election are accepted and approved, the representation will be officially recognized and in effect at the beginning of the next workday (8:00 a.m.).
23. For a period of two years no other organization may challenge the recognition or representative status of the exclusive employee organization.

CONSULTATION  
SUBJECTS

Educational policy and conditions of employment as subjects for consideration shall be defined as including only the following:

1. Salary schedules for teachers.
2. Welfare benefits for teachers.
3. Curriculum.
4. Teaching assignments.
5. Professional development of teachers.
6. Transfers and promotions of teachers.
7. Recruitment of teachers.
8. Discharge and discipline of teachers.
9. Planning and preparation period and duty-free lunch for teachers.
10. Class size.
11. Leave of absence for teachers.
12. Teacher/pupil relations.

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PROCEDURE FOR  
CONSULTATION  
MEETINGS

The Superintendent or his or her representative shall call an initial meeting of the Consultation Committee not later than 30 days after the first day of the school year, giving due notice of time and place. The purpose of this meeting shall be to select matters for consideration by the Consultation Committee and adopt a tentative agenda.

Additional meetings shall be scheduled as may be necessary by the Superintendent or his or her representative to complete consideration of the selected agenda items. At least one meeting per quarter shall be scheduled. Meetings shall be scheduled to avoid conflicts with school duties of committee members, or released time for committee members shall be arranged when meetings are held during school hours.

Minutes of each meeting shall be kept for presentation at later meetings, for review and/or appropriate action.

Reports of the subject matter and results of such meetings shall be made to the Board by the Superintendent.

The Superintendent, on behalf of the Board, will furnish to committee members, upon reasonable request, such information as will assist them in developing intelligent, feasible, and constructive proposals on the subjects previously enumerated. The requested information may include financial reports and the tentative budget for the next school year. Such information shall be provided to committee members prior to Board action thereon and at a date as early as practicable.

RATIFICATION OF  
CONSULTATION  
COMMITTEE  
AGREEMENTS

When a substantive agreement is reached on any of the subjects previously enumerated, it shall be reduced to writing and submitted by the Superintendent for ratification by the Board.

EXCLUSIVE  
PRIVILEGES  
ACCORDED

Upon written request, the Board may grant leaves of absence without pay not to exceed two school years for the president of the employee organization which has exclusive representation on the Consultation Committee. At the expiration of the leave of absence the president shall return to the position with the District which he or she previously held, with retention of all benefits.

The District will grant 100 days of professional leave for members of the employee organization which is represented on the Consultation Committee for participation in organization activities approved by the president of the organization.

The employee organization exclusively represented on the Consultation Committee shall have reasonable use of the District's mail distribution system.

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The employee organization exclusively represented on the Consultation Committee shall have reasonable use of the District's bulletin boards.

The employee organization which has exclusive representation has the obligation and responsibility of representing all employees covered in this agreement.

DUES DEDUCTION

Members of the employee organization which has exclusive representation on the Consultation Committee may individually authorize deduction from their monthly salary check for dues of the organization and its local, state, and national affiliates.

DISCLAIMER OF  
RIGHT TO STRIKE OR  
BARGAIN  
COLLECTIVELY

Prior to being seated on the Consultation Committee, all representatives of the employee organization representing teachers shall be required to sign a disclaimer on behalf of that organization disclaiming the right of that organization to strike or bargain collectively with the Board of Education of the District.

PRESENTATION OF  
GRIEVANCES

Establishment of the Consultation Committee shall in no way impair the right of teachers or any other employee of the District to present grievances in accordance with established procedure concerning their wages, hours of work, or conditions of employment individually or through any representative that does not claim the right to strike. [See DGBA]

AUTHORITY OF  
BOARD OF TRUSTEES

The Board reasserts and reaffirms its right, duty, and obligation to exercise exclusive control of the District and to make all final decisions with respect to the District, its policies, rules, and regulations.

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PURPOSE	A Consultation Committee shall be established for each school year for the purpose of creating a means by which the Board of Trustees of the District shall consult with District paraprofessionals on matters concerning educational policy and conditions of employment.
CONSULTATION UNIT	For purposes of implementing the consultation procedure, "paraprofessionals" shall be defined as full-time personnel of the District who hold the positions of educational assistant, health assistant, educational secretary, or educational clerk in pay grades 1, 2, 3, and 4, and any other employee whose job description would appropriately belong in any of the previously listed categories.
COMMITTEE COMPOSITION	<p>The Board shall be represented on the Consultation Committee by the Superintendent and/or designated representatives not to exceed five in number, one of whom shall represent the Superintendent directly, two of whom shall come from central administrative offices, and two from among District principals.</p> <p>The District's paraprofessionals shall be represented on the Consultation Committee by four representatives of the employee organization which receives a majority of the valid ballots cast in an election to be held in May 1986 with all organizations desiring to represent paraprofessionals on the ballot.</p>
CALL FOR ELECTION	<p>The following shall apply:</p> <ol style="list-style-type: none"><li>1. Any group(s) or individuals wishing to challenge the right of the elected organization as the exclusive representative for employees of the specified category must demonstrate through the signing of petitions that 40 percent of the eligible category employees wish to have an election.</li><li>2. A call for election petition drive may only be conducted during the spring of odd-numbered years beginning with 1991.</li><li>3. Call for election cards may only be signed from the third Monday of January through the last Monday of February of odd-numbered years.</li><li>4. Call for election cards must be a duplicate of the form shown in Exhibit A.</li><li>5. Call for election cards may not be secured during work time.</li><li>6. Cards may be distributed and/or collected before the beginning of the workday, after the end of the workday, and during duty-free lunch.</li><li>7. An employee who signed a card to call for an election may request that the organization for which the card was signed</li></ol>

return the card to the employee. The request must be made at least five working days before the last Monday of February.

8. Any evidence of violation of Call for Election rules must be presented to the Superintendent or designee. The Superintendent shall make a ruling on the evidence. If a rule violation is found, the card(s) will be invalid.
9. Cards must be presented to the Superintendent's office by the end of the workday (4:30 p.m.) on the Tuesday immediately following the last Monday of February.
10. Cards must be submitted in location order and must be in alpha order within each location.
11. The cards must be accompanied by a letter of transmittal which includes the name of the organization and specifies the number of cards being submitted. The letter must also include the consultation category which is being challenged.
12. The Superintendent shall designate persons to validate the signatures.
13. Only the signatures of eligible employees shall be considered.
14. To be eligible, the person identified on the card must be an employee of the District on the last Monday of February in the year of an election.
15. The number of persons in a particular category employed by the District (as determined by the personnel department of the School District) on the last Monday of September will be the official count of total employees in a category.
16. Forty percent of that eligible number will be required to establish a call for election.
17. If an organization has presented valid signatures representing 40 percent of the employees in a category, the Superintendent shall present a request for a called election to the Board at the first Board meeting in October. If the Superintendent presents a request for a called election, a list of all rule violations submitted to his or her office must accompany the request.
18. If the call for election is approved by the Board, campaigning may begin no earlier than the third Monday of October and will end at midnight on the first Tuesday of November.



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19. The election will be conducted according to the election rules promulgated by the administration, on the first Wednesday of November.
20. In the event that no organization receives a clear majority of the valid ballots cast, a runoff election shall take place between the two organizations receiving the highest number of valid ballots cast. The runoff election will be conducted the second Wednesday of November.
21. The results of the election shall be presented to the Board at the first Board meeting following the conclusion of the election procedures.
22. If the results of the election are accepted and approved, the representation will be officially recognized and in effect at the beginning of the next workday (8:00 a.m.).
23. For a period of two years no other organization may challenge the recognition or representative status of the exclusive employee organization.

CONSULTATION  
SUBJECTS

Subjects for consultation will be wages, hours, benefits, and working conditions.

PROCEDURE FOR  
CONSULTATION  
MEETINGS

The Superintendent or his or her representative will call an initial meeting of the Consultation Committee not later than 30 days after the date of the initial election, giving due notice of time and place. The purpose of this meeting will be to select matters for consideration by the Consultation Committee and adopt a tentative agenda.

Additional meetings will be scheduled as may be necessary by the Superintendent or his or her representative to complete consideration of the selected agenda items. At least one meeting per quarter will be scheduled. Meetings will be scheduled to avoid conflicts with school duties of committee members, or released time for committee members will be arranged when meetings are held during school hours.

Minutes of each meeting shall be kept for presentation at later meetings, for review and/or appropriate action.

Reports of the subject matter and results of such meetings shall be made to the Board by the Superintendent.

The Superintendent, on behalf of the Board, will furnish to committee members, upon reasonable request, such information as will assist them in developing intelligent, feasible, and constructive proposals on the subjects previously enumerated. The requested information may include financial reports and the tentative budget

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	<p>for the next school year. Such information shall be provided to committee members prior to Board action thereon and at a date as early as practicable.</p>
<p>RATIFICATION OF CONSULTATION COMMITTEE AGREEMENTS</p>	<p>When a substantive agreement is reached on any of the subjects previously enumerated, it shall be reduced to writing and submitted by the Superintendent for ratification by the Board.</p>
<p>PRIVILEGES ACCORDED</p>	<p>Upon written request, the Board may grant leaves of absence without pay not to exceed two school years for the president of the employee organization which has exclusive representation on the Consultation Committee. At the expiration of the leave of absence the president shall return to the position with the District which he or she previously held, with retention of all benefits.</p> <p>The employee organization represented on the Consultation Committee shall have reasonable use of the District's mail distribution system.</p> <p>The employee organization represented on the Consultation Committee shall have reasonable use of the District's bulletin boards.</p>
<p>DUES DEDUCTION</p>	<p>Members of the employee organization which has representation on the Consultation Committee may individually authorize deduction from their monthly salary check for dues of the organization and its local, state, and national affiliates.</p>
<p>RESPONSIBILITIES OF THE EXCLUSIVE AGENT</p>	<p>The employee organization which has exclusive representation has the obligation and responsibility of representing all employees covered in this agreement.</p>
<p>DISCLAIMER OF RIGHT TO STRIKE OR BARGAIN COLLECTIVELY</p>	<p>Prior to being seated on the Consultation Committee, all representatives of the employee organization paraprofessionals shall be required to sign a disclaimer on behalf of that organization disclaiming the right of that organization to strike.</p>
<p>PRESENTATION OF GRIEVANCES</p>	<p>Establishment of the Consultation Committee shall in no way impair the right of paraprofessionals or any other employee of the District to present grievances in accordance with established procedure concerning their wages, hours of work, or conditions of employment individually or through any representative that does not claim the right to strike.</p>
<p>AUTHORITY OF BOARD</p>	<p>The Board reasserts and reaffirms its right, duty, and obligation to exercise exclusive control of the District and to make all final decisions with respect to the District, its policies, rules, and regulations.</p>

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PURPOSE	A Consultation Committee will be established for each school year for the purpose of creating a means by which the Board of Trustees of the District will consult with District classified employees on matters concerning educational policy and conditions of employment.
CONSULTATION UNIT	For purposes of implementing the consultation procedure, "classified employees" will be defined as full-time personnel of the District who are paid on the plant services (PS) or food services (FS) salary schedule.
COMMITTEE COMPOSITION	<p>The Board will be represented on the Consultation Committee by the Superintendent and/or designated representatives not to exceed five in number, one of whom will represent the Superintendent directly, two of whom will come from central administrative offices, and two from among District principals.</p> <p>The District's classified employees will be represented on the Consultation Committee by four representatives of the employee organization that receives a majority of the valid ballots cast in an election to be held in November 1986 with all organizations desiring to represent classified employees on the ballot.</p>
CALL FOR ELECTION	<p>The following shall apply:</p> <ol style="list-style-type: none"><li>1. Any group(s) or individuals wishing to challenge the right of the elected organization as the exclusive representative for employees of the specified category must demonstrate through the signing of petitions that 40 percent of the eligible category employees wish to have an election.</li><li>2. A call for election petition drive may only be conducted during the spring of odd-numbered years beginning with 1991.</li><li>3. Call for election cards may only be signed from the third Monday of January through the last Monday of February of odd-numbered years.</li><li>4. Call for election cards must be a duplicate of the form shown in Exhibit A.</li><li>5. Call for election cards may not be secured during work time.</li><li>6. Cards may be distributed and/or collected before the beginning of the workday, after the end of the workday, and during duty-free lunch.</li><li>7. An employee who signed a card to call for an election may request that the organization for which the card was signed return the card to the employee. The request must be made at least five working days before the last Monday of February.</li></ol>

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8. Any evidence of violation of Call for Election rules must be presented to the Superintendent or designee. The Superintendent shall make a ruling on the evidence. If a rule violation is found, the card(s) will be invalid.
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19. The election will be conducted according to the election rules promulgated by the administration on the first Wednesday of November.

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20. In the event that no organization receives a clear majority of the valid ballots cast, a runoff election shall take place between the two organizations receiving the highest number of valid ballots cast. The runoff election will be conducted the second Wednesday of November.
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22. If the results of the election are accepted and approved, the representation will be officially recognized and in effect at the beginning of the next workday (8:00 a.m.).
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SUBJECTS

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PROCEDURE FOR  
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MEETINGS

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PRESENTATION TO THE BOARD	At such time as a recommendation can be made by the Superintendent on matters considered by the Consultation Committee, it shall be reduced to writing and presented to the Board of Trustees for their consideration.
PRIVILEGES ACCORDED	<p>Upon written request, the Board of Trustees may grant leaves of absence without pay not to exceed two school years for the president of the employee association which has exclusive representation on the Consultation Committee. At the expiration of the leave of absence the president will return to the position with the District which he or she previously held, with retention of all benefits.</p> <p>The employee organization represented on the Consultation Committee shall have reasonable use of the District's mail distribution system.</p> <p>The employee organization represented on the Consultation Committee shall have reasonable use of the District's bulletin boards.</p>
DUES DEDUCTION	Members of the employee organization which has representation on the Consultation Committee may individually authorize deduction from their monthly salary check for dues of the organization and its local, state, and national affiliates.
RESPONSIBILITIES OF THE EXCLUSIVE AGENT	The employee organization which has exclusive representation has the obligation and responsibility of representing all employees covered in this agreement.
DISCLAIMER OF RIGHT TO STRIKE OR BARGAIN COLLECTIVELY	Prior to being seated on the Consultation Committee, all representatives of the employee organization classified employees will be required to sign a disclaimer on behalf of that organization disclaiming the right of that organization to strike.
PRESENTATION OF GRIEVANCES	Establishment of the Consultation Committee will in no way impair the right of classified employees or any other employee of the District to present grievances in accordance with established procedure concerning their wages, hours of work, or conditions of employment individually or through any representative that does not claim the right to strike.
AUTHORITY OF BOARD	The Board reasserts and reaffirms its right, duty, and obligation to exercise exclusive control of the District and to make all final decisions with respect to the District, its policies, rules, and regulations.