

## **Board-Staff Meet and Confer**

The intent of this policy is to:

1. Promote student well-being by allowing employee groups represented by the Weld Central Education Association (WCEA) to become directly involved with the decision making process.
2. Develop mutually agreed upon policy recommendations for consideration by the Board.
3. Develop mutual trust among employees, the Board of Education and administration by using a process that allows for influencing of district policy and allows for the generation of alternative ideas for improvement.
4. Provide a method of clear and open communication among Board, administration, licensed educators and classified staff.

### **General provisions**

1. Term:

This policy shall be in effect until amended or revised by mutual agreement between the Board of Education and the WCEA representatives. Changes to or deletion of this policy may be initiated only through the meet-and-confer process.

2. Membership:

A Joint Committee comprised of eight members shall consist of two subcommittees:

- a. Two Board members, the superintendent and one administrator designated by the superintendent, dependent on the topic of discussion
- b. Four representatives selected by the WCEA, including three licensed representatives and one classified representative

3. Meetings:

The Joint Committee shall meet four times per school year at mutually agreed upon dates in the months of late September, November, February, and late April. Additional meetings may occur if mutually agreed upon.

The superintendent and WCEA leadership (defined as the president and/or president-elect and one member of the M&C Joint Committee) may meet monthly during the regular school term at mutually agreed upon dates, hereafter referred to as Monthly M&C.

Meeting locations shall be established by the superintendent.

4. Relationship to the Superintendent's Advisory Council:

The Joint Committee or Monthly M&C members may defer topics or policy discussions to the Superintendent's Advisory Council for either recommendations or consultation to the Joint Committee and/or the superintendent.

- a. A WCEA representative of the Joint Committee shall be a standing member on the Superintendent's Advisory Council
- b. The Joint Committee shall have no additional authority in determining membership on the Superintendent's Advisory Council.

5. Scope of discussions:

The Joint Committee members shall have a common goal of discussing issues and proposed solutions in a timely fashion and in good faith. Each subcommittee may propose up to two specific items of discussion per established meeting.

All proposals, concerns, or agenda items initiated by the WCEA subcommittee shall be submitted to the superintendent at least one week prior to a scheduled meeting. Items of discussion for any meeting shall be mutually agreed upon by the superintendent and the WCEA identified leader of the WCEA subcommittee.

The Joint Committee shall meet to discuss and propose issues limited to the following administrative policies:

- Staff compensation, extra-duty pay and classified staff overtime
- Evaluation of licensed, classified and coaching staff
- Staff leaves (sick/bereavement, sick leave bank, staff maternity/paternity/parental, professional; Licensed- personal, parental, extended school and sabbatical; Classified- personal and vacation)
- Staff duties and obligations limited to staff ethics/conflict of interest; professional staff qualifications and duties; professional staff schedules and calendars; professional staff workload; professional staff development; classified staff work schedules and calendars
- Assignment of personnel

**Submission of recommendations**

1. The recommendations jointly developed and mutually agreed upon by the representatives of the Board and the WCEA shall be submitted in writing to the Board for its consideration. Any recommendation shall require the signature of identified leadership from both subcommittees.
2. Following agreement by the Joint Committee, the superintendent and president of the Board shall place a recommendation on the next available and appropriate Board agenda for first reading. The recommendation shall be jointly presented to the Board by the superintendent or designee and a WCEA identified representative of the WCEA subcommittee.

3. After receiving direction from the Board, the superintendent shall place the recommendation on the appropriate Board agenda for second reading. A joint presentation shall occur if requested by the Board.

### **Acceptance of recommendations**

1. The Board shall have final authority to accept, modify or reject any recommendation from the Joint Committee. If rejected, the Board may, at its discretion, redirect the recommendation back to the Joint Committee for further consideration. If the Joint Committee cannot resolve Board rejected recommendations, the Board reserves all rights in making decisions as the governing body of the district.
2. Any action of the Board to accept, modify or reject the recommendations shall not be subject to review through the grievance procedure.
3. Failure of the parties to request sessions and/or to submit recommendations for Board consideration shall not limit the right of the Board to render final decision on the matters contained within the scope of this policy after the expiration of the time when sessions are required to end as provided by agreement between the WCEA and the Board.

### **Communication**

1. Once items/topics have been established as agenda items for the Joint Committee to consider, the topic shall remain confidential within membership of the Joint Committee. Confidentiality shall extend to all Board members and the WCEA Leadership Council. Confidentiality of a topic shall remain until a recommendation is agreed upon and submitted to the Board or agreement is reached by both subcommittees about another form of communication in the event an agreement is not reached on a topic.
2. All other forms of communication shall be mutually agreed upon by the Joint Committee.
3. Any violation of this policy by either subcommittee of the Joint Committee shall be subject to the grievance procedure outlined in administrative policy GBK, Staff Concerns/Complaints/Grievances.

Adopted by the Board: August 26, 2015  
Revised and recoded by the Board: July 17, 2019

### **CROSS REFS.:**

*Board policy:*

EL-12, Staff Treatment

*Administrative policy:*

GBK, Staff Concerns/Complaints/Grievances