

## **Team Ground Rules**

*(Established March 3, 2008)*

1. Team consists of eight members (5-STA, 3-BOE, STA President, Superintendent)
2. Release time will be granted as needed for training.
3. Quorum will consist of 3 - STA, 2 - BOE, and Superintendent.
4. Meeting dates will be established by consensus of team. The team will meet at scheduled times in the Superintendent's office.
5. Observers will be allowed as a non-participatory party. Experts/resource people will be allowed by team consensus only.
6. Information released to the press will be a joint statement by the team. Minutes and summaries will be posted on the USD 507 web page.
7. Caucus will be allowed by mutual consent.
8. Goal for completion is May, 2008. Ratification date will be as soon as possible after completion of negotiations.
9. Ardith Dunn will be responsible for taking notes for the team and distributing them after the meetings. Ryan Burrows is the designated flip chart recorder for the team meetings.
10. Information will be exchanged as needed by the team. Gathering of information will be a team effort.
11. The team will write contractual language immediately after tentative agreement is reached.
12. The mediator will define "reasonable time" when the team has failed to meet consensus. Breaks during the meeting will be taken as needed.
13. No personal attacks, criticism of team members, or criticism of ideas allowed. There will only be one conversation at a time.
14. All agreements must be reached by consensus, no ownership of ideas.
15. A consensus reached cannot be changed by disagreement of a team member absent when consensus was reached.
16. Process concerns will be raised when they occur.
17. At the end of each session, "sum up before we stand up".

### **Negotiation Standards for Adoption:**

1. Fundable (\$ in budget)
2. Workable (Doable Time/Space/Personnel)
3. Does It Address Issue (without harm to other interest)
4. Ratifiable (Majority BOE and % of Certified Staff)