

**A COMMITMENT TO CRITICAL ISSUES BARGAINING (CIB)
BETWEEN
Addison Northeast Supervisory Union
and
ANEDA**

GOAL STATEMENT

Our goals for negotiating a successor to our 2015- 2017 contract are to engage in a collaborative process (Critical Issues Bargaining, or CIB) and to conduct negotiations face to face, to include all the negotiators, to address the issues and concerns of both parties, to reach an agreement on a successor collective bargaining agreement in a manner which strengthens the trust and respect between the parties and supports our shared educational mission.

To these ends, we adopt the following ground rules.

I. SCHEDULE OF MEETINGS

Principle: Planning meetings in advance allows us to accommodate the schedules of as many negotiators as possible, contributes to the organization of the process, and promotes the timely resolution of the negotiations.

A. Meetings are scheduled as follows (date and times):

- >Professional staff generally we will meet every 2 weeks unless mutually agreed upon
- >Support staff generally will meet every 3 weeks unless mutually agreed upon.
- >Set 2 dates after May 12 (Late May/ Early June) (hold-tentative)
- >Meeting starting time to be determined by PS and SS groups.
- >Duration of meeting no more than 3 hours unless mutually agreed upon.

B. Additional meetings, or changes and work group sessions can be scheduled by mutual agreement as needed.

C. The target completion date for the CIB process is May 12, 2017.

This date will be re-evaluated by April 14, 2017, which will include an evaluation of how our process is working. No party shall exit the process without notifying the other side and discussing it at the next scheduled meeting.

D. Refreshments and Support

1. Refreshments will be provided for meetings. The parties will share responsibility for providing refreshments.
2. Each meeting will have a mediator.

II. ATTENDANCE

Principle: Consistency and commitment to the process contribute to building trust and respect, productive meetings, and assure maximum participation.

- A. **Negotiators:** There will be six (6) negotiators representing the Bargaining Council Professional staff team, including the Superintendent and 2 negotiators representing ANEDA Professional staff. There will be six (6) negotiators representing the Bargaining Council ESP staff team, including the Assistant Superintendent, and 8 negotiators representing ESP staff. Only negotiators may block a consensus decision.
- B. **Absences and Tardiness**
1. When a negotiator knows that s/he cannot attend or will be late to a scheduled meeting, s/he will notify her/his respective team.
 2. When a negotiator misses a meeting, it is her/his responsibility to arrange for her/his meeting tasks to be handled by another and to get “up to speed” by the next meeting.
- C. **Experts, Others:** Experts, resource people, or others may be helpful in contributing to the process (“attendees”). Attendees will participate by mutual agreement of the negotiators.

III. DATA COLLECTION AND INFORMATION SHARING

Principle: Information is the key to successful CIB. "Information" includes the perspective and experiences of the negotiators as well as 'data' that the parties or others may have. The parties agree that information necessary to the process should be shared amongst the negotiators and available as quickly as possible.

When data is necessary, the parties will mutually agree on the data to be collected, the source of the data, and on one or more individuals to collect and/or present the data to the joint team.

IV. COMMUNICATIONS

Principle: The parties encourage communication which will enhance understanding and which promotes accuracy and consistency of disseminated information.

A. With Each Other:

1. We do not intend to avoid the contentious issues inherent in contract negotiations, but we do commit to approach them in a collaborative manner. We will assume goodwill rather when we disagree: we will seek clarification, carefully consider how we speak, and encourage others to share their perspectives, even when we disagree.
2. The parties agree that our CIB process will be conducted face-to-face, unless caucuses or written communication on certain matters is agreed upon by mutual agreement.

B. With Constituents :

Once agreed upon, Ground Rules will be shared with constituents.
Progress reports to constituents will be mutually agreed upon and prepared prior to release.

C. With Any Others

Progress reports will be prepared jointly and released by the Chair of the Bargaining Councils and the Heads of the Association. There will be no public comments on the content, the issues, or the options under discussion until the critical issues bargaining process has been completed, unless mutually agreed otherwise.

V. BEHAVIORAL NORMS

Principle: The purpose of this section is to describe and promote those behaviors and attitudes the parties agree are respectful, support open and active listening, understanding of different concerns, ideas, and opinions. This section also describes those actions that shall be avoided which the parties agree may limit constructive discussion and interest based decision making.

A. Participants agree to do the following:

- Adhere to the process as adopted
- Arrive on time for meetings. Be prepared: tasks completed and informed
- Stay until the meeting is scheduled to end; if a team member needs to leave early, he/she should inform the group upon arrival
- Listen when others talk
- Listen for others' concerns in order to understand
- Focus on solutions, not past problems
- Encourage creative problem-solving
- Practice respectful frankness and honesty
- Encourage all to participate
- No recording devices will be used.

B. Participants agree to avoid the following:

- Interrupting when someone is speaking
- Making personal criticisms or accusations
- Making negative side remarks
- Using body language to express negativity or disrespect.
- Taking phone calls (unless in case of emergency; cell phones on silent mode)
- Texting and emailing during meetings except in case of emergency
- "Lobbying" participants outside of meetings
- Concealing intentions (hidden agenda)
- Being repetitious
- Allowing "passions" to get out of control

C. Making the norms work:

1. Members agree to give each other permission and, indeed, have a responsibility to remind each other of the ground rules when needed.
2. As necessary the mediators will ask members to stay in the process and honor the agreed upon behaviors

VI. CONTRACT ISSUES

Principle: Resolution of contract issues is the primary task of our CIB process. The parties agree to finalize their list of issues for resolution by the end of the third meeting. After this meeting additional issues can only be added by mutual agreement.

We will use a joint problem-solving process, which diagnoses/analyzes the issues, identifies the concerns of both parties, considers all options, and develops appropriate criteria for evaluating the options. Issues are resolved when we reach consensus to adopt a particular option.

We define a consensus decision as one which has been reached fairly and openly; is the best solution at this time; and whether or not it is one's first choice, each one agrees to support the decision.

If necessary, the parties will determine a process for addressing non-contractual issues they agree require attention.

VII. DECISION MAKING

Principle: Our goal is to produce the best agreement possible that is mutually acceptable, broadly supported, and which can be implemented.

All decisions shall be made by consensus and only by the negotiators.

Consensus applies to the following decisions:

- A. All individual contractual issues and contract packages.
- B. Ground rules changes are subject to consensus
- C. Bringing in [or dismissing] an outside mediator.
- D. Any other matter if mutually agreed upon by the parties.

Building to Consensus:

The consensus process asks individual negotiators to seek the best solution for the group which may or may not be an individual's preference.

When building to consensus any person(s) not yet in agreement must explain how the option fails to resolve the issue or meet an interest and be willing to explore other options or offer another option.



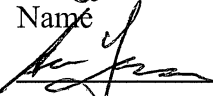
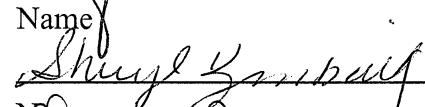

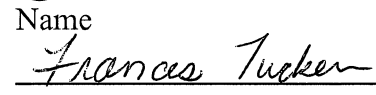
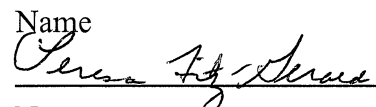
VIII. CLOSURE

Principle: Clarity about and agreement upon how collaborative negotiations will end contributes to trust in the process.

SETTLEMENT: When all the issues are resolved, a tentative settlement agreement will be drafted which represents the consensus decisions made in the collaborative process. Once agreed upon, the collaborative process is closed and the traditional ratification process begins. The teams agree to mutually support and promote acceptance of the settlement agreement.

NO SETTLEMENT: In the event the collaborative process does not result in an agreement (or the agreement is not ratified) by the target completion date, and there is no agreement to extend the collaborative process, the parties will request mediation on the unresolved issues within two weeks of separation from the collaborative process. The parties agree that all tentative agreements to date shall carry forward into the mediation process. No new issues can be presented after a decision has been made to abandon the CIB process and return to traditional bargaining. Either party has the unilateral right to abandon the Critical Issues (CIB) process at any time without being subject to a grievance, litigation or Unfair Labor Practice (ULP)

Adopted and committed to on December 13, 2016 by the following:

	Co-President ANEDA
Name	Title
	ESP ANEDA CONTACT
Name	Title
	ESP ANEDA REP
Name	Title
	ESP ANEDA Rep.
Name	Title
	ESP ANEDA Rep.
Name	Title
	ESP ANEDA Rep.
Name	Title
	ANEDA Rep.
Name	Title

Kathleen Martell ESP ANEDA REP.

Name Title

Sarah Mangini ANEDA Negotiator

Name Title

Aawell Paquette ANEDA Negotiator

Name Title

Anne Friedrichs ANEDA Negotiator

Name Title

Virginia W. McKane ANEDA Negotiator

Name Title

Louis dePort Board Member

Name Title

Christi Sm Board

Name Title

Krista Sirinjo Board Member

Name Title

Rebecca Board member - MFA

Name Title

Krista Chair Professional Staff Board Negotiator

Name Title

Allison Sturtevant Board Member

Name Title

Sunny BOARD

Name Title

David K. Griswold Board Member

Name Title

Name Title

Name Title

Name Title

Name Title

Joe S Bahd ANEDA Rep.

Name

Title

Elizabeth J Maher

ANEDA Negotiator

Name

Title

[Signature]

Teacher/Co-Pres.

Name

Title