

EXECUTIVE SESSION

Candy Bodie
Director of Human Resources

Leonard Dietzen, Esq.
Chief Negotiator



WALTON COUNTY
SCHOOL DISTRICT

Getting Started

- Identify District Bargaining Team
 - In Walton County, the Superintendent uses a 2-year rotation for school administrators to serve on the bargaining team. The makeup of the bargaining team is shown below.
 - Superintendent (does not attend negotiation sessions)
 - Chief Negotiator
 - HR Director
 - CFO
 - C & I Supervisor
 - Administrative Secretary to the Superintendent
 - School Administrators
 - Up to 4

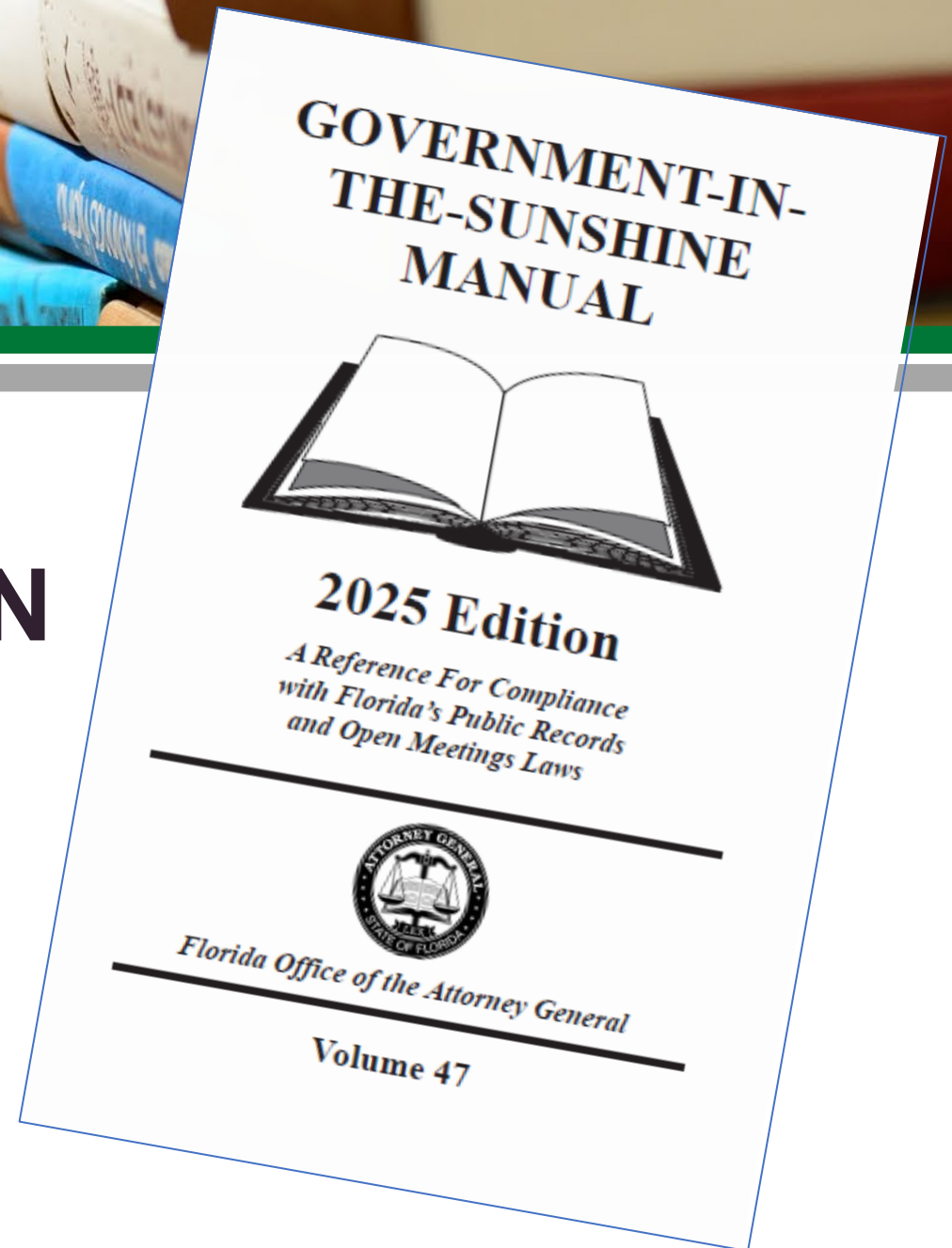
Getting Started

- Identify issues subject to bargaining
 - 447.309(1), F.S. – “wages, hours, and terms and conditions of employment”
 - Make sure you stay within this scope.
 - Don’t invite more into the contract than you must.

Getting Started

- Contract Review
 - What does your contract stipulate is to be bargained next year?
 - Whole Book
 - Salary and Benefits Only
 - Other?
 - Walton:
 - Compensation
 - Insurance
 - Two articles selected by the bargaining unit and two articles selected by the Board
 - Under mutual agreement other articles may be opened
- What has gone well? What needs improvement?
 - Keep notes of all concerns with contract throughout the year so you will have them to reference as you prepare for negotiations the following year.

EXECUTIVE SESSION




The Sunshine Law - Meetings

....Any gathering of public officials where some issue is discussed on which “foreseeable” future action may be taken **can be construed as a “meeting”** whether formal, informal, or casual in nature.

... all meetings of any board or commission ... at which acts are to be taken are ... open to the public at all time. §286.011, F.S.

The Sunshine Law - Exemptions

- Student Expulsion Hearings
- Security and Fire Safety Plans
- Parts of the Competitive Bid Process
- Vendor Negotiations
- Some Exemptions for Utility Providers
- Building/Public Safety Blueprints and Siting
- Developing Legal Strategy
- Executive Sessions – Bargaining
 - When the public employer is meeting with its OWN side
 - § 286.011, F.S.



Executive Session Bargaining – Closed and Exempt

§447.605(1), F.S. provides that:

- All discussions between the chief executive officer of the public employer, or his or her representative, and the legislative body or the public employer relative to collective bargaining shall be closed and exempt from the provisions of §286.011.
- All work products developed by the public employer in preparation for negotiations and during negotiations are made confidential and exempt from the provisions of §119.07(1), Florida Statutes.

WHAT'S THE POINT?



Executive Session: Who Participates?

- Board Members
- Superintendent
- School Board Attorney
- Chief Negotiator
- HR Director
- Chief Finance Officer
- Other Negotiation Team Members
(if desired)

- Provide historical data
 - Insurance
 - Salary Increases
 - Supplements
 - Bonuses
- Provide details of all bargaining unit proposals
 - Estimated Cost
 - Impact on daily operation
- Provide details regarding teacher salary criteria (1012.22, F.S.)

Executive Session: Information to Share

Executive Session: Information to Share

- Put together salary increase options for Board to consider
 - No more than 4
 - Include:
 - Percent Increase Range (Instructional)
 - Total Cost
 - General Fund Impact
- Provide comparative data
 - Where do we currently rank compared to similar districts?
 - Where would we rank with each option provided?
- Provide Bonus Options (if any)
 - Eligibility Details
 - Budget Impact

A large orange circle on the left side of the slide, partially cut off by the edge.

Executive Session: Preparing for Success

- Meet with Superintendent
 - Share Executive Session draft
 - Discuss all options
 - Obtain clear direction on all items
 - Determine highest tolerance
 - Meet with Chief Negotiator
 - Share Superintendent's direction
 - Formulate strategy
 - Review talking points
- 
- A decorative yellow dashed line in the bottom right corner, consisting of several short, curved segments.

Executive Session: Responsibilities

- Anticipate questions and be prepared ahead of time with data that may be needed.
- Be thorough, make sure all questions have been answered, and make suggestions.
- Reach consensus on each item presented to and confirm before moving to the next to ensure the Board provides clear direction.
 - Clearly establish the upper limit the Board gives the Chief Negotiator to go if necessary to reach a settlement.
- Collect all documents provided during Executive Session when the meeting concludes.

Executive Session NO-NOs

DON'T

- ⊘ Discuss work papers outside of the session.
- ⊘ Share the discussion outside of the session.
- ⊘ Discuss salaries and benefits for managerial/confidential employees.
- ⊘ Discuss budget issues unless they're directly related to negotiations.