

## **COMMUNITY RELATIONS**

### **Public Notice Procedure Relating to Meeting and Negotiating Under the Educational Employment Relations Act**

Pursuant to Government Code Section 3547 and 3548, California Administrative Code Part III, Section 32900, Berryessa Union School District hereby adopts the following public notice policy relative to meeting and negotiating with exclusive representatives under the Educational Employment Relations Act.

#### I. Initiation of Meeting and Negotiating

- A. Meeting and negotiating between the District and the exclusive representative of an employee bargaining unit shall not take place until the provisions of this policy relating to the presentation of initial proposals, public hearings, and Board of Trustees adoption of its initial proposal have been completed.

#### II. Presentation of Initial Proposal

- A. The initial proposal of an exclusive representative of an employee bargaining unit or of the Board, which relates to matters within the scope of representation, shall be presented at a public meeting of the governing Board.
  - 1. For purposes of this policy, the term "initial proposal" shall include all non-technical amendments to an agreement.
- B. After the initial proposal has been presented at a public meeting of the Board, it shall be a public record.
- C. Copies of the initial proposal presented pursuant to 1(A) above shall be made available for public review at all locations where notices to the public are customarily posted and, where appropriate, distributed to the media and other interested persons.
- D. Either an employee bargaining unit or the Board may present the first initial proposal. The initial proposal from each shall be processed in the same manner.

#### III. Public Hearing

- A. The Board shall schedule a public hearing on each initial proposal after the public has been given a reasonable time within which to become informed of the contents of the proposal. The public hearing may be scheduled to be held at a regular meeting or at a special meeting.
- B. The public shall have an opportunity to express itself regarding such initial proposal.

IV. Adoption of the Board's Initial Proposal

- A. After the public has had the opportunity to express itself on the Board's initial proposal, the Board shall, at a public meeting, adopt its initial proposal.

V. New Subjects of Meeting and Negotiating

- A. New subjects of meeting and negotiating arising after the presentation of initial proposals shall be made public within 24 hours.
- B. If a vote is taken on such subject by the Board, the vote thereon by each member voting shall be made public within 24 hours.

Policy Adopted: April 28, 1983