# NEGOTIATIONS COMMITTEE: TERMS OF REFERENCE

## Role:

The negotiations committee shall negotiate with employees or representatives thereof on matters pertaining to salaries, contracts and other terms of employment. Three (3) Trustee representatives will be appointed to each of the following negotiations committees (ATA, CUPE 1825).

## Authority:

Section 53 of the *Education Act* stipulates that the Board shall establish, maintain and implement policies necessary for fulfilling its responsibilities under section 33.

## Composition:

The committee will consist of the following members:

1. Three (3) Trustees of the Board, the committee chair will be elected at the first meeting.
2. Deputy Superintendent and/or designate(s)
3. The Executive Assistant to the Deputy Superintendent and/or designate(s) as necessary
4. An independent professional negotiator if deemed necessary

## Meetings:

The committee will convene on the agreed-upon dates. The Notice to Bargain is a formal declaration from the union that they wish to renegotiate the terms of the collective agreement.

## Responsibilities:

1 Review the provision of current agreements and undertake such research as may be required as a basis for developing proposals

2 Submit and receive proposals during the negotiation process, discuss and modify proposals.

3 Engage such professional or other assistance as may be required to facilitate and complete the negotiations, within any limits established by the Board.

4 Bargain in good faith on all terms and conditions of employment related to new agreements.

5 Reach tentative agreement on total collective agreement in accordance with any guidelines established by the Board, subject to final review, ratification or rejection by the Board.

6 The chairperson of the committee shall be the spokesperson for the committee and shall ensure reports are regularly provided to the Board on the status of negotiations.