

**GROUNDRULES FOR NEGOTIATIONS
BETWEEN
SPRINGFIELD SCHOOL COMMITTEE
AND
SPRINGFIELD FEDERATION OF PARAPROFESSIONALS, LOCAL 4098
AMERICAN FEDERATION OF TEACHERS, AFL-CIO**

For the Collective Bargaining Agreement Ending on June 30, 2024

Dated: March 11, 2024

1. Negotiation sessions will be closed to the general public.
2. Each side will have full authorization to make commitments and make tentative agreements subject to ratification by the School Committee and the Union membership and funding consistent with the terms of Mass. G.L. c. 150E. Tentative agreements must be signed by both parties.
3. Agreements reached will be dated and initialed.
4. All agreements reached will be tentative, subject to an entire package being reached. At the conclusion of negotiations, a memorandum of agreement will be drawn up and signed.
5. Negotiation sessions will be conducted virtually.
6. At the conclusion of each meeting the date, the start time, and the end time for the next two (2) meetings shall be determined.
7. Each side shall have the right to caucus at any time for reasonable time periods.
8. Initial proposals will be submitted by the Union at the first negotiation session. Initial proposals will be submitted by the School Committee at the third negotiation session. No new proposals as opposed to counterproposals from either side can be submitted after the fourth negotiation session.
9. Each session will be approximately one (1) to two (2) hours in duration unless it is mutually agreed to extend the meeting.
10. Cancellation of meetings for unforeseen circumstances will be permitted by either side. A reasonable effort will be made to give reasonable notice.
11. There will be no official minutes of the meetings. Each side is free to keep its own notes. There shall be no recording of the virtual negotiations sessions.

12. There will be one official spokesperson designated by each negotiating team and the negotiating team itself shall be designated. Each side is free to bring resource persons to the table from time to time as necessary.

13. These ground rules may be modified or amended by mutual agreement of the parties.

For the Union
Dated: March , 2024

For the School Committee
Dated: March , 2024