

**Public Notice - Personnel Negotiations**

Meeting and negotiating on matters within the scope of representation shall take place in compliance with the public notice requirements contained in the Government Code.

Upon receipt of an employee organization's initial contract proposal, the Governing Board shall announce to the public at a Board meeting that the employee organization's proposal will be available for review at the district office for a reasonable period of time. At its next regularly scheduled Board meeting, the Board shall then hold a public hearing at which time it will allow the public to comment on the employee organization's initial proposal.

After the public hearing, the Board shall acknowledge receipt of the employee organization's initial proposal.

Following receipt of the employee organization's initial contract proposal, the Board shall prepare and present its initial contract proposal at a regularly scheduled Board meeting. The Board shall then follow the same procedure for public review and comment used earlier with the employee organization's initial proposal.

Following the public hearing on the Board's proposal, the Board shall adopt its initial proposal and the district's representative and the representative of the employee organization shall begin negotiating the proposals.

New subjects of meeting and negotiating arising after the presentation of initial proposals shall be made public within twenty-four (24) hours. If a vote is taken on any proposal by the Board, the vote shall also be made public within twenty-four (24) hours.

Upon completion of a tentative agreement, but prior to the final action by the Governing Board, the district shall provide the public with an opportunity to review the proposed bargaining contract. At the review, the district shall provide information concerning the immediate cost and projected long-term costs if the agreement is ratified.

**Legal References:**

GOVERNMENT CODE

3547 Proposals relating to representation; informing public, adoption of proposals; new subjects; regulations

CODE OF REGULATIONS, TITLE 8

32900 EERA and HEERA Public Notice: Requirements for Governing Boards to adopt policy  
3547.5 (AB 1200 - effective 1/1/92)