



LOS ANGELES UNIFIED SCHOOL DISTRICT POLICY BULLETIN

TITLE: Public Notice of Negotiations Proposals (Implementation Of Educational Employment Relations Act: Government Code Section 3547)

NUMBER: BUL- 6117.0

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POLICY: The Educational Employment Relations Act (EERA; Government Code Section 3540 *et seq.*) provides for and establishes requirements for collective bargaining between public school employers and exclusive representatives of certificated and classified employees. The EERA obligates public school employers and exclusive representatives to present their initial negotiating proposals to the public and to provide an opportunity for public expression on such proposals. The practices contained in this bulletin are designed to implement Government Code Section 3547 (Public Notice) of the EERA.

MAJOR CHANGES: This Policy Bulletin replaces Bul-3687.2, previously titled "Public Notice of Negotiations Proposals (Implementation Of Educational Employment Relations Act: Government Code Section 3547) issued by the General Counsel and dated January 14, 2010. The purpose of this revision is to include information and procedures for including constituent views on labor relations via a Parent and Community Sunshine Committee.

ROUTING
All Schools and
Offices



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GUIDELINES: The following guidelines apply.

I. GENERAL GUIDELINES

- A. All initial proposals of employee exclusive representatives and the Los Angeles Unified School District (“District”) which relate to matters within the scope of representation (Section 3543.2 of the Government Code) shall be submitted to the District in sufficient time for such proposals to be included in the Board Meeting Order of Business and Board packet which are made available to the public at least 72 hours prior to the meeting to which they pertain. The initial proposals shall, in addition to other regular modes of distribution, be available on the District’s web site at least 72 hours prior to such meeting. All initial proposals will identify the period covered by the proposals and the exclusive representative of the particular bargaining unit. The initial proposals shall be a public record upon distribution as set forth in this Bulletin.
- B. Following distribution as set forth in Section I(A) above, the initial proposals of the District and the exclusive representatives may be presented at the public meeting of the Board of Education indicated in the Board Meeting Order of Business referred to in Section I(A) above.
- C. The District will allow at least one opportunity for public comment on initial proposals at the meeting during which all initial proposals are presented to the Board, as indicated in the Board Meeting Order of Business referred to in Section I(A) above. Following comment, the Board may take action; for example, to “adopt” the District’s initial proposals and/or to receive the exclusive representatives’ initial proposals.

Subsequently, any member of the public may request to speak at any regular Board of Education meeting on collective bargaining issues as a speaker to an item not on the Order of Business within the limitations described in the Board of Education’s operational rules.

- D. For purposes of these guidelines, a public meeting may be a regular or special meeting of the Board of Education and may be a Committee of the Whole meeting if no action is scheduled to take place.
- E. Individuals wishing to speak at a Board meeting must sign up at the meeting. Speakers must sign up prior to the item(s) being received or acted upon by the Board. Speakers should plan to arrive early as there is a limit of seven speaks to for each item, and items with no speakers may be acted on at the beginning of the meeting referred to in Section I(A) above



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in accordance with established District procedures. Each speaker addressing the proposals shall be permitted to speak for up to three minutes at the Board of Education meeting during which such initial proposals are adopted and/or received.

- F. Meeting and negotiating shall not take place on any initial proposal until the process set forth in letter Section I(B) above has been completed unless a legal exception applies.
- G. New subjects of meeting and negotiating arising after the presentation of initial proposals shall be made public within 24 hours by posting a notice to this effect where other official notices are normally posted at the Beaudry Headquarters First Floor Lobby Area. If a vote is taken on such subjects by the Board of Education, the vote thereon by each member voting shall also be made public within 24 hours.

II. ACCESSIBILITY OF INITIAL PROPOSALS

The District shall make the District's and the exclusive representatives' initial proposals accessible to the public in the following manner:

- A. The Office of Labor Relations shall maintain a file of all initial and subsequent proposals, each of which shall be available for public inspection during regular working hours on the day following presentation and thereafter until the close of negotiations. The Office of Labor Relations will respond to questions from the public on collective bargaining issues.
- B. The exclusive representative shall provide the District with a total of 25 copies of its initial proposals at the time the proposals are submitted to the District for inclusion in the Board Meeting Order of Business/Board packet referred to in I(A) above.
- C. Publications containing announcements of any initial proposal made by the District or the exclusive representative will indicate locations at which the full proposal may be reviewed. Such informative publications will be issued through the Office of Communications and may include the following:
 - 1. Office of Labor Relations memorandum for posting in schools, offices, and on designated bulletin boards at Beaudry and Educational Service Center Offices.
 - 2. Press releases to newspapers, radio, and television.



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3. Special Interim Reports on Negotiations for school and office posting.
4. Los Angeles Unified School District (LAUSD) website - www.lausd.net and/or the Office of Labor Relations website - http://notebook.lausd.net/portal/page?_pageid=33,1276225&_dad=ptl&_schema=PTL_EP

III. PARENT AND COMMUNITY SUNSHINE COMMITTEE

A. **Purpose:** The purpose of the Parent and Community Sunshine Committee (Sunshine Committee), previously in existence from 1977 to 2004, is to provide a forum for a representative group of parent and community members review, comment, inform, and provide input to the Office of Labor Relations on initial certificated and classified bargaining proposals being developed and made by the District and received from our labor partners.

B. **Composition and Term:** The Sunshine Committee will be an ad-hoc committee of the Office of Labor Relations and led by the staff of the Office of Labor Relations. Two (2) parent and/or community members from each Educational Service Center will be identified for one (1) year terms by each of the five (5) Instructional Superintendents. The ESC Superintendent will fill any vacancies due to continued inability to attend and participate in Sunshine Committee work.

Four (4) additional members selected from community and District partners will also be sought. The Office of Labor Relations will identify four (4) representative organizations from both outside and/or within the District and identify one (1) representative from each group for one (1) year terms.

Community and District partner membership is purposefully expected to vary over time to ensure that different community and District partners have the opportunity to provide input into our labor work.

C. **Role of Members:** Members of the Sunshine Committee will be responsible for the following: regularly attend scheduled Sunshine Committee meetings, review any initial proposals or other provided materials in advance of meetings, and provide constructive reviews, comments, input and opinions on District and union proposals. Multiple and varied opinions on initial proposals will be welcomed and participants will be provided an opportunity to share their views.



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- D. **Role of the Office of Labor Relations:** The Office of Labor Relations shall be responsible for leading the Sunshine Committee, scheduling and facilitating meetings, maintaining attendance records, providing pertinent materials, recording the views of participants, and presenting those views to the Board of Education in Closed Session meetings.
- E. **Frequency of Meetings:** The Sunshine Committee shall meet at least four (4) times per school year. The Office of Labor Relations will report to the Board in Closed Session Board meetings on the work of the Sunshine Committee and its views on District and union certificated and classified initial bargaining proposals.
- F. **Budget:** A budget for water and light snacks, materials and any Translation Unit costs shall be allocated to the Office of Labor Relations for their meetings with the Sunshine Committee and related work.
- G. **Use of Technology:** The Office of Labor Relations and the Sunshine Committee will endeavor to utilize advances in technology to conserve resources and to work in an efficient and productive manner.
- H. **Additional Guidelines:** Any additional guidelines and procedures related to the Sunshine Committee will be published on the Office of Labor Relations website. Any updates to these procedures will then be incorporated into the next version of this Bulletin.

AUTHORITY: California law and Board policies.

RELATED RESOURCES: There are no related resources.

ASSISTANCE: For assistance or further information please contact the Office of Labor Relations at (213) 241-7637.