**MEET AND CONFERENCE VS MEET AND NEGOTIATE**

**MEET AND CONFERENCE**
(M.S. 179A.03, SUBD. 10)

- Items that are not terms and conditions of employment
  - School policies
  - School handbooks

**MEET AND NEGOTIATE**
(M.S. 179A.03, SUBD. 11)

- Terms and conditions of employment (some examples)
  - Hours of employment
  - Compensation
  - Fringe Benefits
  - Insurance coverage

**WHO?**
(M.S. 179A.07)

- Exclusive Rep (Union) – chooses representatives
  (may be dictated by constitution and by-laws)
- Teachers – meet and confer required by PELRA (179A)
- ESP’S – meet and confer must be negotiated into the collective bargaining agreement
- District – selects or appoints its representatives

**WHEN?**
(M.S. 179A.08, SUBD. 2)

- Shall meet at least once every four months (3 times per year)
- State law allows the District to set the time (ground rules)

**WHERE?**
(M.S. 179A.08, SUBD. 2)

- District is required to provide the facilities (ground rules)

**HOW?**

- Minnesota Statute is silent on the process

- Consider the following as part of the process:
  - Ground Rules (dates, times, locations, process, etc.)
  - Issue gathering process (Survey, etc.)
  - Plan and share agenda prior to meeting
  - Use the meeting to brainstorm possible solutions to the issues using an extensive problem solving process and keep detailed notes
  - Implement proposed resolutions
  - Follow-up with members

**ARE THE MEETINGS OPEN TO PUBLIC?**

- The meetings are not subject to the open meeting law unless a quorum of School Board members participates on the committee

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**FAQS**

**WHAT?**
(M.S. 179A.03, SUBD. 10)

- "Exchange of views and concerns between employers and their employees."

**WHY?**
(M.S. 179A.07)

- "Maintain orderly and constructive relationships."

**PARTIAL LIST OF MEET AND CONFERENCE TOPICS**
(unless it is part of the master agreement)

- Field trip protocols
- Student discipline procedures
- Parent – teacher conference schedules
- School calendar
- Snow day make-up
- School safety
- Budget cuts
- Staff morale
- Class size and workload
- Assignment of student teachers
- Communication concerns between staff and administration

**ISSUE**

- Is this a term and condition of employment (PELRA)?
  - 179A.03 SUBD. 19, 179A.06 SUBD. 5 & 179A.07 SUBD. 2

**YES**

- Not meet & confer

**NO**

- Is this issue addressed in our contract?

**YES**

- Not meet & confer

**NO**

- Meet & confer

**OTHER OPINIONS?**