

Mission Statement of District 318

Together, teaching and learning for life to achieve excellence.

Mission Statement of Labor/Management Committee

The Labor/Management committee exists for the purpose of promoting a trusting work environment.

Rev. 3/20/18

OBJECTIVES:

1. To promote trust and communication in an atmosphere of respect.
2. To create an individual pride of accomplishment through shared responsibility.
3. To improve all working relationships throughout the district.
4. To utilize the knowledge and creativity of each person in the district.
5. To provide a forum to address the concerns expressed by any employee of ISD 318 through a member of the district team.

**DISTRICT 318
LABOR/MANAGEMENT COMMITTEE**

BYLAWS
Ratified May 18, 2009

Membership

- Units will be represented by the following membership of 19 members.

Administration

Superintendent	1
Chief Financial Officer	1
Board	2
Principals	2
Human Resource Director	1

Labor

Directors	1
Educational Support Professionals	1
Child Nutrition	1
Confidentials	1
Secretaries	1
Coordinators	1
Teachers	2
Custodians	1
Transportation	1
Maintenance	1
Independent	1

- Each unit selects its membership.
- Vacancies occurring on the committee shall be filled by the appropriate representative unit.

Committee Chair

- Co-chairs, one representing labor and one representing management, shall serve for one (1) year.
- Co-chairs shall share the responsibility for chairing the meeting.

Withdrawal from Membership

- An organization may initiate withdrawal from the L/MC by giving notice of intent to withdraw at a regular meeting.
- Withdrawal shall be effective at the close of the second meeting following notification of intent.

Compensation

- When a meeting is held during working hours, a substitute will be employed, when necessary, to replace the committee member.
- The committee member's day's schedule may be changed to include the L/MC meeting in the employee's contracted time.
- The only compensation will be a paid differential for wages lost due to a committee meeting.
- No one will lose district wages because of attendance at a L/MC meeting.
- School Board members participating on the Labor/Management Committee will be compensated according to prevailing school board per diem rates.
- For those meetings partially or fully outside of an hourly employee's regular working hours, hourly employees may submit claims for time not already compensated for at their normal hourly rate.
- Certified staff attending L/MC summer meetings will be reimbursed at the extra duty hourly rate.
- Members traveling from the Bigfork attendance areas will be paid mileage as per district policy.

Terms of Office

- Members shall commit themselves to three (3) year terms.
- Terms of membership renew each year on July 1. School Board representatives are appointed each year in January at their organizational meeting.
- Units having more than one (1) representative shall have staggered terms.

Committee Meetings

- Shall be established each year at the May L/MC meeting and presented to the School Board.
- Normally held during regular business hours.
- Shall be two (2) hours duration maximum.
- Special meetings may be set by a consensus of members at a regular meeting.
- Modification of dates, place, time and agenda will be made by committee consensus.
- All items not covered in these bylaws shall be subject to Robert's Rules of Order.

Committee Actions

- By consensus only.
- Committee actions are recommendations. Such recommendations are non-binding on the parties.
- Committee is not a collective bargaining forum. However, committee recommendations can be forwarded to negotiators for consideration and incorporation into collective bargaining.
- Proposals for changes to the bylaws made at one meeting will be acted on at the following meeting.

Committee Agenda

- Shall be determined prior to each meeting; and shall be finalized at the beginning of each meeting.
- The L/MC may form sub-committees and/or task forces as needed.
- The L/MC may identify and invite resource persons for a topic on the agenda. Upon invitation, the resource person may participate in the discussion and resolution of the issue with the final action taken by the L/MC members.
- Meetings are open to all employees of the school district as observers. Upon invitation, they may participate in the discussion and resolution of the issue with the final action taken by the L/MC members.
- Suggestions by any employee of the school district may be brought to

a committee member or directly to the Labor/Management Committee:
orally or written.

Reporting

- Minutes shall be distributed with the following meeting's agenda and are posted on the district website <http://www.isd318.org>

Evaluation

- The Committee shall evaluate itself and its actions annually.

Agreement Commitment

We agree and commit to the mission, objectives, and bylaws of the L/MC.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Date _____