

Suggested Board Rules and Regulations For Implementing Chapter 143

The school board of district No 2,
Snohomish County, desiring to improve education by encouraging employees to communicate their best ideas and recommendations, establishes the following rules and regulations:¹

1. Any local organization of certificated employees, desiring to be recognized as representing certificated personnel, shall request of the school board, in writing, its desire to be recognized. A member of the board, chosen by that body, shall, within 10 days, meet with the certificated employees' spokesman and they shall prepare a ballot form for a secret election to determine whether a majority exists.² Any local organization of certificated employees also wishing to be placed on the ballot must, within that ten day period, request in writing that its name appear on the ballot. Elections shall not be held oftener than once each year.
2. The school board shall, at its next regular meeting, specify the date, hours and polling places for the election. It shall name one election inspector for each polling place, as shall the certificated employees' group claiming a majority. Any group contesting that majority shall have the right to name one election inspector for each polling place.
3. At the time of the election, a polling book shall be kept, recording the name and address of each person voting.
4. The results of the election shall be canvassed and the result certified by the election inspectors within 48 hours after the election.
5. The organization recognized on the basis of this election to represent the certificated employees shall then select three spokesmen who shall communicate the certificated employees' views to the board (or to its designated committee). Those spokesmen may, in cases involving specialized or technical matters, ask others of their local membership to speak in their stead.
6. After a majority is, by such secret ballot election, recognized, the board's chief administrative officer shall, by letter, inform its spokesmen of any projected policy³ development or revision by the board at least ten days in advance of action on any policy. A bona fide effort shall be made to inform those spokesmen early in the development of policy. Matters that are not policy are not affected by these regulations or by Chapter 143, Laws of 1965.

The spokesman for the majority organization of certificated employees shall, at least three days before the board's meeting for action on new policy, notify the

chairman of the school board and the chief administrative officer of the school district of the certificated employees' desire to make representations regarding the matter. Failure to give timely and written notice of such intent shall be conclusively construed as lack of interest in conferring on the matter.

Both parties shall exert every effort to make their discussions frank, friendly, open and constructive. Harrassment, lack of order or discourtesy shall be proper cause for taking the subject matter under advisement until a later time.

7. The final power to determine and adopt policy is solely the responsibility of the local school board.
8. In the event of an impasse the decision by either party to ask the Superintendent of Public Instruction to establish an advisory committee shall first be communicated, in writing, to the other interested party.
9. Any individual or minority organization, desiring to represent separate views, recommendations or problems shall do so first by following the proper administrative channels: supervisor (or department head), principal and superintendent, in that order.
10. If not satisfied by the procedure outlined above, any such individual or organization may request an opportunity to confer with the school board, making that request in writing at least ten days before the school board meeting and enclosing with the request a written statement of reasons for requesting the conference, outlining the problems he wishes to discuss and specifying the points he wishes to make. The conference shall be limited to those matters covered in the request.
11. The board chairman will, through the district's chief administrative officer respond in writing, not less than three days before the board meeting, inviting the interested party (or organization's spokesman) and specifying the time and place of the conference and the amount of time allotted to the conference requested.

1. Responsive to Chapter 143, Laws of 1965

2. Sample Form:

BALLOT
To select a majority organization
to represent certificated employees
in the _____ School District
(vote for one)

_____ Teachers' Association ☐
_____ Federation of Teachers ☐
_____ None ☐

3. For example, relating to teacher assignment, salary schedules, textbook selection procedures, etc. Policy is a general guideline for future action relating to recurring situations.