

## **Recommended CBA Format**

### Article I – Introduction

- A. Parties
- B. Recognition Clause/Composition of Bargaining Unit
- C. Definitions
- D. Contract Interpretation Provisions (optional)
- E. Permissible Non-subject Provisions (optional)

### Article II – Salary/Wages

- A. Compensation Plan
  - 1. Salary Range
  - 2. Compensation Plan
- B. Other Permissible Salary Items (optional)
- C. Ancillary Duty Pay (optional)
- D. Co-Curricular and Extra-Curricular Activity Pay Schedule

### Article III - Wage/Salary-Related Fringe Benefits

- A. Leaves
- B. Insurance
- C. Retirement Benefits
- D. Other Permissible Wage/Salary Related Fringe Benefits

### Article IV - Grievance Procedure (optional)

### Article V - CBA Term & Ratification Section

## APPENDIX