1. The parties agree that they have authority to negotiate and to make tentative agreements subject to final ratification by their constituencies. All bargaining shall be conducted at the bargaining table.

2. All proposals shall be in writing. All tentative agreements shall be reduced to writing and signed and dated by a representative of each party with signatory authority; provided, however, that every such tentative agreement shall be subject to and contingent upon the parties' entering into a final and complete agreement, and each party shall be deemed to have reserved the right, in good faith, to reopen negotiations in respect of any such tentative agreement for the purpose of facilitating the resolution of other outstanding matters.

3. Each side shall have the right to caucus at any time for a reasonable period of time and shall inform the other party of the anticipated length of caucus. The parties recognize the need to be efficient and productive during time spent caucusing.

~~4. Negotiations shall be conducted in closed session.~~ Each side shall inform the other if there is to be a change to the membership of their respective bargaining committee.

5. The parties reserve the right to communicate concerning the negotiations consistent with the requirements and limitations of law.