

Key Terms:

- **Master Agreement or Collective Bargaining Agreement:** The contract that is negotiated by and between the union and the school board that addresses terms and conditions of employment for teachers employed by the school board.
- **Individual Contract:** The contract, required by 16 VSA § 1751, outlining the details of a teacher's compensation, usually one-page in length, that is issued by the employing school district on or before April 15th to a teacher currently employed by the district offering the teacher employment for the next school year effective July 1st.
- **Letter of Intent:** Similar to an individual contract, however, the letter is given to a teacher only if there is no settled Master Agreement for the next school year. A letter of intent, therefore, lacks the details required by 16 VSA § 1751, including a teacher's compensation.

Key Dates and Timeline

