

Series 4000: District Employment

4200 Employee Conduct and Ethics

4207-AG Third Party Contracting of Non-Instructional Support Services

Contracting non-instructional support services is a prohibited bargaining subject under the Public Employment Relations Act (PERA) Section 15(3)(f). When the District is considering contracting non-instructional support services that are currently performed by a recognized bargaining unit, the District must seek bids for such work from third party contractors. The bargaining unit will have an opportunity to submit a bid on an equal basis as other bidders consistent with PERA.

The term “non-instructional support services” refers to support services that are not specific to the educational goals of schools and typically include staff who perform clerical, secretarial, custodial, maintenance, food service, non-instructional paraprofessional, or transportation functions.

The Board is not required to bargain over the procedures for obtaining the contract for non-instructional support services, the identity of the third party contractor, or the impact of the contract for non-instructional support services on individual employees or the bargaining unit.

Requests for Proposals (RFP) will be issued as follows:

- A. Consult with legal counsel to ensure that the contemplated RFP meets PERA requirements.
- B. Notice of bidding opportunities to the bargaining unit may be provided by: (a) personal delivery with the bargaining unit president’s written acknowledgment of the date and time of RFP receipt; (b) email with a return written acknowledgment of delivery; or (c) certified U.S. Mail, return receipt requested.
- C. The RFP may comply with other Policies regarding bidding as necessary.

Adoption date:

Revised date: