

Seattle Public Schools Bargaining Unit Checklist

The information provided below will assist the Seattle Public Schools in determining whether a service may be performed by an independent contractor and whether the individual can appropriately be classified as a contractor with the District. Please note that this page should be completed by the Principal/Program Manager contracting the Independent Contractor and must be attached to the SEATTLE SCHOOL DISTRICT PERSONAL SERVICES CONTRACT FORM for processing and approval.

Name of contractor or business _____

Tax Payer Identification # _____

Please answer YES or NO to the following two (2) questions:

SECTION 1. BARGAINING UNIT CHECKLIST				
Yes	No	Is the service being provided included in a current district position that a current employee could do or could be trained to do?		
Yes	No	<p>Will the service contract bypass and/or violate collective bargaining agreements or District hiring process/procedures or any other District policies (i.e., Hiring of Relatives, Child Labor Laws)?</p> <p style="margin-left: 40px;">Bargaining units include but are not limited to:</p> <table style="width: 100%; margin-left: 40px;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> 1) Seattle Education Association Certificated Paraprofessional SAEOP 2) Internatinal Union of Operating Engineers Custodial/gardeners Nutrition services Security specialists, alarm monitors </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> 3) Machinists 289/79 Machinists Auto machinists 4) Teamsters 117/174 Warehouse workers Truck drivers 5) PASS (Principals Assoc of Seattle Schools) 6) Seattle/King Cty Building & Trades Council </td> </tr> </table>	<ul style="list-style-type: none"> 1) Seattle Education Association Certificated Paraprofessional SAEOP 2) Internatinal Union of Operating Engineers Custodial/gardeners Nutrition services Security specialists, alarm monitors 	<ul style="list-style-type: none"> 3) Machinists 289/79 Machinists Auto machinists 4) Teamsters 117/174 Warehouse workers Truck drivers 5) PASS (Principals Assoc of Seattle Schools) 6) Seattle/King Cty Building & Trades Council
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<p>Please Note: If the answer is "Yes" to EITHER of the above two questions, the individual cannot be classified as a contractor. (Please contact your Personnel Analyst for staffing concerns and contact the Payroll Department for Retirement information.)</p> <p>If the answer is "NO" to both of the questions listed above, please proceed to the Determining Employee versus Independent Contractor Checklist.</p>				

I, **Seattle School District's Principal or Department Manager** confirm that the above information is true.

Name (print) _____

Signature _____

Title _____