

Business/Non-Instructional Operations

Contracts, Memorandum of Understanding and Agreements

All contracts, memorandum of understandings (MOU) and agreements between the Bridgeport Public School System and outside agencies, consultants, vendors, etc., shall conform to prescribed standards as required by law and policy, including discrimination. No contract, MOU or agreement may be for a period greater than three years inclusive of any extension.

All contracts, MOUs or agreements between the school system and labor unions as well as outside agencies, consultants, vendors etc., shall be prepared under the supervision of the Superintendent or designee and shall comply with all applicable provisions of the Bridgeport City Charter.

All contracts, MOUs and agreements valued at \$25,000 or more- including labor and consultant agreements shall be submitted to legal counsel for review, vetted in the applicable board committee and submitted to the Board of Education for approval.

Both Board of Education members and staff who may personally benefit, or may have an immediate family member that may benefit from a contract, MOU or agreement being considered; must disclose the potential conflict and recuse themselves from all discussion and votes on the contract, MOU and agreement in question.

An immediate family member is defined as a parent, husband, wife, significant other, brother, sister, son or daughter inclusive of all "step" relationships for these family members.

All grants, funded and non-funded partnerships, and/or donation related activity must be submitted to the Office of Grants Development and Management before they occur to enable the review, authorization and retention of each action. If upon review it is determined that the Superintendent approval, and/or signature is required, the Office of Grants Development and Management will facilitate this process.

Affirmative Action

The school system shall not enter into any contract, MOU or agreement with a person, agency, or organization if it has knowledge that such person, agency or organization discriminates either in employment practices or in the provision of benefits of services to employees on the basis of race, color, religion, creed, age, sex, sexual orientation, marital status, national origin, ancestry, pregnancy, present or past mental illness disorder, mental retardation or physical disability, including blindness of any individual except in the case of a bona fide occupational qualification or need.

Legal Reference: Connecticut General Statutes

31-126 Unfair Employment Practices (as amended by P.A. 80-285)

4-114a Nondiscrimination clauses in state contract

Title IX- Equal Employment Opportunity

City of Bridgeport Code of Ethics – 2.38.030 Standards of Conduct