

Policy Code: 6424/7601 Living Wage Policy

The Chapel Hill-Carrboro City Board of Education supports a living wage for all employees of the Chapel Hill-Carrboro City Schools. The Superintendent or designee shall annually adjust pay rates to provide that all full-time employees receive at least the minimum living wage rate stated in this policy.

I. Definitions

- a. Living wage: For purposes of this policy, the minimum living wage rate shall be determined annually by Orange County and upon the adoption of the Orange County Operating Budget.

II. Chapel Hill-Carrboro City Schools Personnel Exemptions

- a. This minimum "living wage" rate to be paid by the Chapel Hill-Carrboro City Schools Board of Education shall not apply to full-time or part-time volunteers, or others employed by CHCCS in part-time or extra-duty positions.
- b. This minimum "living wage" rate to be paid by CHCCS shall not apply to full-time or part-time students who are working for CHCCS in positions designed to further the student's education.
- c. This minimum "living wage" rate shall not apply to those CHCCS employees who are in positions requiring certification or license by the state and who do not currently hold such certification or license as required by the state for their positions.
- d. This minimum "living wage" rate shall not apply to substitute teachers employed by CHCCS whose rates of pay are set by the state.

III. Service Contracts

- a. Requests for proposals or qualifications for custodial or other service contracts that have displaced or may displace CHCCS staff or positions will include a request for a main proposal or alternate proposal that provides a living wage for full-time employees of the contractor who work on CHCCS property. Full-time employees for the purposes of this section are permanent employees who work 30 or more hours per week on average.
- b. The Superintendent or designee shall implement regulations and procedures to ensure that all requests for proposals or qualifications for custodial or other service contracts that have displaced or may displace CHCCS staff or positions comply with this policy. Part-time employees of the contractor may request that the contractor reclassify their position as full time for purposes of eligibility for a living wage if the employee has worked an average of 30 hours or more per week for four consecutive months.

IV. Contract Exemptions

- a. Contracts subject to federal or state laws or funded through grants or debt issuance which provide for a payment to the lowest bidder, provide for a particular rate of payment for services, or provide for payment by the unit of service.
- b. Contracts for \$10,000 or less on an annual basis and/or contractors with 10 or fewer employees.
- c. Contracts between the Board of Education and another unit of government.
- d. Contracts between the Board of Education and a non-profit corporation which is exempt from income tax pursuant to Section 501(c) (3) of the Internal Revenue Code.
- e. Any contract exempted by action of the Superintendent when requested to do so by the Assistant Superintendent of the department administering the contract when it is determined that compliance with this policy will result in the loss of an essential service to the school system or

impedes the District's ability to comply with policy 6402. The Superintendent shall report quarterly to the Board any contracts which fall under this exemption.

V. Reporting

The Superintendent shall report the effects of the living wage policy to the Board on a semi- annual basis.

VI. Effective Date

This policy shall be effective on and after March 1, 2017. The living wage requirement shall apply to all service contracts entered on or after the effective date of this policy.

Legal Reference: [G.S. 95-25.1](#); [115C-47](#)(21); [115C-36](#)

Adopted: 2/2/17

Chapel Hill-Carrboro Schools
