

**REPORT NAME:** Secondary Temporary Staffing Support Services

**REPORT OF:** Human Resources

**FOR:** Information

**APPLICABLE LAW AND/OR POLICY:** Michigan Revised School Code; District Purchasing Policies and Procedures

**STRATEGIC GOAL ALIGNMENT:** Strategic Objective #4

**STRATEGIC OBJECTIVE ALIGNMENT:** Create an ethos of nurturing support that ensures all students can reach their highest potential through a system that prohibits any student from floundering or failing.

**FISCAL FUND IMPACT:** General Fund

**IMPACT AMOUNT:** Expenditures under these agreements are anticipated to exceed the current Michigan bid threshold based on projected district staffing usage and operational needs.

Estimated expenditures under these agreements are not anticipated to exceed \$50,000 annually due to the district's intent to utilize multiple secondary temporary staffing providers to supplement substitute staffing operations.

**EXECUTIVE SUMMARY/BACKGROUND:** Kelly Educational Services remains the district's primary provider of substitute staffing services. In addition to Kelly Educational Services, the District may utilize secondary temporary staffing providers, including Midwest Substitute Staffing and other district-approved staffing vendors, to supplement as-needed staffing needs during periods of substitute shortages, increased absences, vacancies, and other operational staffing demands.

The district is seeking authorization to continue utilizing secondary temporary staffing providers through district-approved contractual agreements utilizing the Southfield Public Schools Master Services Agreement and Scope of Services structure.

These services may include substitute teachers and other district-approved temporary support personnel utilized on an as-needed basis, subject to district operational needs, staffing availability, and funding.

**COST BENEFIT ANALYSIS:**

Utilizing multiple secondary temporary staffing providers provides the district with additional operational flexibility and staffing support capacity during periods of substitute shortages, increased absences, vacancies, and other staffing demands.

Maintaining secondary staffing providers allows the district to supplement substitute coverage when primary staffing resources are unavailable or insufficient to meet operational needs.

The proposed agreement structure also establishes updated district contractual controls related to invoicing, staffing documentation, compliance requirements, insurance, and reporting expectations.

**RECOMMENDATION:**

The Superintendent recommends that the Board of Education authorize Southfield Public Schools to utilize secondary temporary staffing providers, including Midwest Substitute Staffing and other approved staffing vendors, through district-approved Master Services Agreements and Scope of Services for temporary staffing support services on an as-needed basis.

**IMPACT IF NOT APPROVED:**

Failure to approve this agreement may reduce the district's available substitute staffing support resources and limit operational flexibility during periods of staffing shortages or increased personnel absences.

**NEXT STEPS IF APPROVED:**

Upon Board approval, the agreement will be routed for final execution, vendor onboarding requirements will be finalized, and the district may continue utilizing Midwest Substitute Staffing services as needed in accordance with the approved agreement.