

**STATE OF MARYLAND  
PUBLIC EMPLOYEE RELATIONS BOARD**

**REQUEST TO RESOLVE A DISPUTE AS TO NEGOTIABILITY  
(Pursuant to Education Article, Title 6, Subtitle 4, Section 6-406(c)(5) or Subtitle 5, Section 6-507(c)(5))**

**INSTRUCTIONS**

Please type or print clearly, and complete all sections of this Request. (If additional space is needed to provide the information for any section, attach a separate sheet of paper identifying the section in question.) File the original of this Request with Erica L. Snipes, Acting Executive Director of the Public Employee Relations Board (PERB), and simultaneously serve a copy on the other party (unless this is a joint Request). Filing and service shall be in person, by electronic mail, or by U.S. mail.

**1. REQUESTING PARTY OR PARTIES (Check appropriate line)**

- A. Employee Organization \_\_\_\_\_
- B. Public School Employer \_\_\_\_\_
- C. Joint \_\_\_\_\_

**2. PARTIES INVOLVED**

**A. PUBLIC SCHOOL EMPLOYER**

1. Full name, street address, and telephone number of public school employer:
  
  
  
  
  
  
  
  
  
  
2. Name, title, street address, telephone number, and e-mail address of public school employer representative to contact:

**B. EMPLOYEE ORGANIZATION**

1. Full name, street address, and telephone number of employee organization:

2. Name, title, street address, telephone number, and e-mail address of employee organization representative to contact:

**3. DESCRIPTION OF NEGOTIATING UNIT**

A. Number of employees in negotiating unit:

B. Job categories in negotiating unit:

**4. TOPICS IN DISPUTE**

List topic or topics as to which the requesting party(ies) contend(s) that there is a dispute as to negotiability (“Topics in Dispute”), and the position of the requesting party with regard to the negotiability of each of the Topics in Dispute (i.e., mandatory, permissive, or illegal):

**5. POSITION OF OTHER PARTY WITH REGARD TO NEGOTIABILITY OF TOPICS IN DISPUTE (Unless this is a joint Request)**

Indicate the position of the other party as to each of the Topics in Dispute (i.e., mandatory, permissive, or illegal). If the requesting party does not know the position of the other party, so indicate:

**6. CONTEXT OF DISPUTE**

The dispute as to negotiability has arisen (check appropriate line):

- A. During the course of negotiations \_\_\_\_\_
- B. As the result of a request to submit a Topic in Dispute to arbitration pursuant to a collectively negotiated grievance procedure \_\_\_\_\_
- C. Otherwise (explain the circumstances) \_\_\_\_\_

**7. CERTIFICATION (If this is a joint Request, the signature of a representative of each party is required)**

**I (we) declare that I (we) have read the information provided above, and that such information is, to the best of my (our) knowledge and belief, true.**

\_\_\_\_\_  
**Requesting Party**

\_\_\_\_\_  
**Requesting Party**

\_\_\_\_\_  
**Signature and Title of Representative  
Filing this Request**

\_\_\_\_\_  
**Signature and Title of Representative  
Filing this Request**

**Date:**

**Date:**

Please submit this form to:

**Erica L. Snipes, Executive Director  
Maryland Public Employee Relations Board**  
45 Calvert Street, Suite 102  
Annapolis, MD 21401  
[erica.snipes@maryland.gov](mailto:erica.snipes@maryland.gov)