
SCHOOL ATTORNEY/LEGAL SERVICES

The board recognizes that the increasing complexities of school district operations frequently require professional legal services. Therefore, it shall retain a competent attorney or legal firm to systematically provide such services. The appointment shall be for one year on a fee basis with reappointment subject to a vote of the board.

The school attorney shall be the chief legal advisor for the district. His/her responsibilities shall include:

1. Being present as requested at meetings of the board and its committees
2. Advising the board and its officials when requested on legal matters
3. Advising the board and superintendent on points of law where the rights and liabilities of the district may be affected
4. Preparing and/or reviewing all contracts, agreements and legal instruments required in the ordinary course of district affairs
5. Prosecuting legal actions brought by the board and defending legal actions brought against the board
6. The Board of Education will evaluate the legal services contract and cost on an annual basis and shall request bids for legal services no less than every five years.

A decision to seek legal advice or assistance from such attorney shall originate from the board, the superintendent or persons specifically authorized by the board or superintendent. Individual Board member requests for information, beyond a short response question must be coordinated with the Board president in advance. The superintendent shall inform the board prior to requesting unusual types or amounts of legal services.

Revised December 9, 1981
Revised August 1982
Revised October 2003