

CONTRACTS WITH INDEPENDENT CONSULTANTS

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In order to pursue its educational mission and also protect the public's financial investment in the schools, the Board will from time to time engage the services of qualified professional consultants to provide new insights and ideas for dealing with especially difficult problems and/or to provide special services which present staff is unable to provide. The kinds of assistance sought from consultants may include, but will not necessarily be limited to:

1. Conducting fact-finding studies, surveys, and research;
2. Providing counsel or services requiring special expertise; and
3. Assisting the Board in developing policy and program recommendations.

Before engaging any consultant, the Board may require submission of a written proposal which can be incorporated into a contract or purchase order if it satisfies the wishes of the Board. Proposals will detail the:

1. Specific objectives to be accomplished by the consultant;
2. Specific tasks to be performed;
3. Procedures to be used in carrying out the tasks;
4. Target dates for the completion of tasks; and
5. Method to be used to report results to the Board and/or to deliver any "product" (e.g., long-range plan, codified policy manual, etc.) to the Board.

The Board will not contract for vague services such as undefined "management studies," and all proposals shall be submitted to the Board attorney for review before a contract is let. The Superintendent will establish procedures necessary to effect an efficient working relationship between the consultant and the Board and/or staff members.

Consultants, whether they are temporary, part-time, or full-time workers, shall exercise no administrative authority over the work of employees of the Board, but shall act only as advisers in those fields in which they are qualified to offer expert assistance.

All administrative supervision of employees shall be in the hands of those to whom such responsibility has been specifically delegated.

Adopted: 04 August 2010

