

SCHOOL ATTORNEY/LEGAL SERVICES

The Jefferson School Committee (JSC) recognizes that the increasing complexity of school unit operations frequently requires procurement of professional legal services. Therefore, the JSC shall designate an attorney and/or law firm to provide such services on an ongoing basis. The school attorney(s) shall be admitted to practice law in Maine. The JSC reserves the right to obtain legal services outside of its designated attorney/law firm as deemed appropriate.

The Superintendent shall obtain JSC approval before seeking legal advice/counsel, when legal advice can not wait until a regular JSC meeting the superintendent shall obtain approval from the JSC chair. When a declaration of emergency needs to be declared, the Superintendent will obtain the declaration from the JSC chair before seeking legal counsel.

Legal services required by the school unit may include, but not be limited to:

- A. Providing general legal advice to the JSC and/or administration;
- B. Assisting with labor negotiations;
- C. Assisting with personnel matters;
- D. Assisting with expulsions and other student disciplinary matters;
- E. Conduct and/or assist with pending or actual litigation involving the school unit;
- F. Other specialized legal services; and
- G. Attendance at JSC meetings or other activities as appropriate.

When the Superintendent concludes that the potential for significant legal expenditure exists or under other unusual circumstances, he/she shall inform the JSC at an appropriate point in the process. The JSC may take action on such matters as appropriate.

Adopted: **4/2/18**

