

DISTRICT LEGAL COUNSEL

The Board of Education recognizes that the increasing complexity of school district operations frequently requires the procurement of professional legal services. Therefore, the Board of Education shall retain an attorney and/or law firm to provide such services to the District on an ongoing basis. The Board of Education reserves the right to obtain legal services outside of its designated attorney/law firm as deemed appropriate.

The attorney and/or law firm retained by the Board of Education shall be licensed to practice law in the State of Wisconsin and have knowledge and experience in Wisconsin school law. The attorney and/or law firm shall serve as legal advisor to the Board of Education and administration. In that capacity, the attorney and/or law firm will:

- Provide general advice to the Board of Education and/or administration on school district operational and other matters;
- Attend Board of Education and other District meetings as requested by the Board of Education, District Administrator or other designated school official;
- Assist with expulsions and other student disciplinary matters;
- Advise and assist in matters of litigation involving the District; and
- Perform other special legal services as may be assigned by the Board of Education, District Administrator or designee consistent with the retainer agreement.

The District Administrator has been authorized to contact the District's legal counsel on behalf of the District on such matters as they deem advisable in order to protect the interests of the District, Board of Education or staff, or when directed to do so by official Board of Education action. Other school administrators or school personnel shall not be authorized to contact the District's legal counsel directly unless authorized or directed to do so by the District Administrator or official Board of Education action.

Individual Board of Education members are not authorized to contact the District's legal counsel directly unless there is official Board of Education action authorizing them to do so. However, if the need for legal advice concerns the employment or performance of the District Administrator, the Board President is authorized to contact the District's legal counsel. Such legal advice will be disseminated to all Board of Education members.

Most legal assistance to the District may be considered routine and not necessitating specific Board of Education approval. However, when the District Administrator concludes that the potential for significant legal expenditure exists or under other unusual circumstances, they shall advise the Board of Education, and the Board of Education may take action on such matter as deemed necessary.

Board of Education members or Administrators who are sued as a consequence of performing their assigned duties shall be provided full legal services.

Legal Ref: 19.85(1)(g); 120.10(14), 120.13(9m), 120.15, WSS

Cross Ref: 165 Board of Education Member Code of Ethics, 167 Board of Education Member Protection (Liability Insurance)

Adopted: 12/18/78

Revised: 04/08/96

02/14/05

05/09/22