

## SCHOOL ATTORNEY

The Board of Education shall appoint an attorney(s) for the school district. The attorney(s) must be admitted to the bar of New York State. While legally the school attorney represents only the Board of Education, the attorney(s) shall also be the legal advisor to the Superintendent of Schools and the administrative staff. In that capacity, the attorney's(s') duties shall be:

1. to provide advice to the district, the Board, the Superintendent and/or the administrative staff with respect to all legal matters relating to the school district, including, but not limited to, interpretation of the Education law of the State of New York, and all other statutes, rules or regulations affecting the school district;
2. to provide legal advice on the prudent handling of all matters with which the school district may be confronted with respect to property and personnel of the school district;
3. to be easily accessible to the Board and the Superintendent; and, at the discretion of the Superintendent, the administrative staff, with respect to legal matters issuing out of day-to-day administration of the school district;
4. to review all contracts to be entered into by the school district (other than purchase orders usually issued for the purchase of goods, equipment and services unless a matter presents itself where such inspection may be required);
5. to review the legality of all rules or regulations to be adopted by the Board;
6. to review and advise with respect to any process served upon the school district;
7. to retain such special counsel as he may deem necessary in the circumstances, subject to the approval of the Board.

The school attorney shall receive a fee in such amount as shall be agreed upon between the Board and the school attorney as of the reorganization meeting each school year.

Ref: Education Law §§3023; 3028; 3881  
Civil Service Law §211

Date Adopted: 9/2/03