

## CONSULTANTS TO THE BOARD

The modern school system is a complex organization established to provide a high quality educational program for children and youth who will live in a complex and changing society. Additionally, the school system represents an investment of millions of dollars by the public in the cause of public education. In order to pursue its educational mission and also to protect the public's financial investment in the schools, the Columbia Local Board of Education 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: conducting fact-finding studies, surveys, and research; providing counsel or services requiring special expertise; and assisting the Board in developing policy and program recommendations.

Before engaging any consultant, the Board will prepare an outline of the objectives and 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:

1. the specific objectives to be accomplished by the consultant;
2. the specific tasks to be performed;
3. the procedures to be used in carrying out the tasks;
4. the target dates for completion of tasks
5. the method to be used to report results to the Board and/or to deliver product or render any service to the Board; and
6. the fee and rate of pay the Board will be charged.

The Board will establish procedures necessary to effect an efficient working relationship between the consultant and the Board and/or staff members.

Adopted: November 16, 1988

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