

CONTRACT REVIEW CHECKLIST**Consistency with Law and School Board Policy:**

Comments

Consistent with School Board Policy	YES
Consistent with Florida, federal and local laws	YES

Contract Terms:

Comments

Term (Duration of Contract)	4 ½ months (February 16, 2006- June 30, 2006)
Termination Clause	Board may terminate without cause upon giving 30 days notice to other party. If the consultant is in default, the Board may cancel contract upon five (5) days notice to the other party.
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses.
Regulatory issues	None
Confidentiality Provision	Yes (Consultant will receive student information. Consultant agrees to comply with FERPA).
Warranties	N/A
Labor Issues	The Labor Relations Department should review any issues.
Disclaimers	N/A
Governing Law & Venue	Governing Law: Florida; Venue: Palm Beach County

Business Principles:

Comments

Sound Business Principles	Yes.
Reasonableness of Fees	Please refer to section 6.
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	Please refer to section 6.

Other Issues:

Comments

Conflict of Interest Disclosures	None
Non-Negotiable Issues	None
Miscellaneous Issues	None
Appropriate Departmental Sign-off	

Special Considerations: _____The issues noted above were explained to the appropriate District staff and/or Division Chief. YES ☐ NO ☐

By: Attorney (Name and Date)