

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)	12 Months (July 1, 2006- June 30, 2007)
Termination Clause	No.
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses.
Regulatory issues	No.
Confidentiality Provision	Yes. The parties will execute an Addendum Concerning Student Information.
Warranties	N/A
Labor Issues	The Labor Relations Department should review any issues.
Disclaimers	N/A
Governing Law & Venue	N/A

Business Principles:

Comments

Sound Business Principles	Yes.
Reasonableness of Fees	Please refer to Page 14. Students enrolled in dual enrollment or early admission program shall be exempt from the payment of registration, tuition and laboratory fees. Other fees are borne by the student.
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	Please refer to Page 14.

Other Issues:

Comments

Conflict of Interest Disclosures	None
Non-Negotiable Issues	No.
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

[Handwritten Signature]
 By: Attorney (Name and Date) 3/3/06