

### 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)	<b>12 Months (July 1, 2006- June 30, 2007)</b>
Termination Clause	<b>Either party may terminate the agreement for convenience upon 30 days written notice to the other party.</b>
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses. Please refer to Page 3, Paragraph 14.
Regulatory issues	No.
Confidentiality Provision	<b>Please refer to Page 3, Paragraph 13 and Addendum Concerning Student Records.</b>
Warranties	<b>Please refer to Page 2, Paragraph 1.</b>
Labor Issues	The Labor Relations Department should review any issues.
Disclaimers	N/A
Governing Law & Venue	Governing Law: Florida; Venue: Palm Beach

**Business Principles:**

Comments

Sound Business Principles	<b>Yes.</b>
Reasonableness of Fees	Please refer to Page 1, section 3.
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	Please refer to Page 1, section 3.

**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

  
 By: Attorney (Name and Date)