

**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>Board may terminate without cause upon giving 30 days notice to other party. If the consultant is in default, the Board may cancel contract for cause upon five (5) days notice to the other party.</b>
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses. Please refer to section 11.
Regulatory issues	<b>None</b>
Confidentiality Provision	<b>Yes. Consultant will receive student information. Consultant agrees to comply with the FERPA. Additionally, Consultant will execute the Addendum Concerning Student Information (Exhibit C to Contract).</b>
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	<b>Yes.</b>
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	<b>None</b>
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

*[Signature]*  
By: Attorney (Name and Date) 4/26/06