

**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>July 1, 2007- June 30, 2008; Please refer to Page 3.</b>
Termination Clause	<b>The Agreement may be terminated by either party upon 30 days written notice to the other party; Please refer to Page 3.</b>
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses. Insurance: Please refer to Page 2, Paragraph 9 Indemnification: Please refer to Page 3.
Regulatory issues	<b>No.</b>
Confidentiality Provision	<b>Yes. The Agency agrees to comply with FERPA and all laws regarding the confidentiality of student information; Please refer to Page 3, Paragraph 11.</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; Please refer to Page 3.

**Business Principles:**


Comments

Sound Business Principles	<b>Yes.</b>
Reasonableness of Fees	Please refer to Page 1, Paragraph 5.
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	Please refer to Page 1, Paragraph 5.

**Other Issues:**

Comments

Conflict of Interest Disclosures	None
Non-Negotiable Issues	<b>No.</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 By:  5-28-07  
By: Attorney (Name and Date)