

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)	July 1, 2007- June 30, 2008; Please refer to Section I.
Termination Clause	The contract may be terminated by either party upon 30 days written notice to the other party; Please refer to Section IV(3).
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses. Indemnification: Please refer to Section II(7). Liability Issues: Please refer to Section III(3).
Regulatory issues	None
Confidentiality Provision	Both parties agree to adhere to all federal and state laws governing the confidentiality of student records; Please refer to Section IV(7).
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; Please refer to Section IV(3).

Business Principles:

Comments

Sound Business Principles	Yes.
Reasonableness of Fees	Up to \$12,000; Please refer to Section III(1).
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	Please refer to Section III(1).

Other Issues:

Comments

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

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

 5-21-07

By: Attorney (Name and Date)