

NEW SHOREHAM SCHOOL DISTRICT
BLOCK ISLAND SCHOOL

The New Shoreham School Committee hereby establishes the following policy and procedure relating to communication with legal counsel:

1. The New Shoreham School Department may hire legal counsel for the purposes of assisting the public body with its business including but not limited to collective bargaining, grievances, contracts, due process hearings, student discipline, adherence to the Rhode Island Open Meeting and other applicable laws of the State of Rhode Island and the New Shoreham Town Charter.
2. The New Shoreham School Committee shall appoint one person on the School Committee to coordinate requests for assistance from the appointed legal counsel.¹
3. The New Shoreham School Committee may authorize its Superintendent to deal directly with appointed legal counsel on specific matters or as the Superintendent deems appropriate.
4. Since the New Shoreham School Committee operates collectively and in an open manner, any and all requests for legal opinions should be made in an open meeting unless it is a matter of litigation, personnel, a student matter, or an emergency.
5. If the legal issue relates to litigation, personnel, or a student matter, the description of the legal issue should remain confidential and private from the public until such time as appropriate for disclosure.
6. Members of the faculty or administrative staff who contact the School Committee's legal counsel are requested to obtain prior authorization from either the Chair of the School Committee or the Superintendent of Schools.
7. No less than two School Committee members may request placement within the School Committee agenda for authority to contact counsel on a particular legal issue. If the item is approved the minutes shall reflect the agenda item, the motion, the vote, and who is authorized to seek advice for the School Committee.

Policy Adopted: 10/24/2005

New Shoreham School District, Block Island School

¹ Appointment shall be at the time of election of officers.