

FERNDALE SCHOOL DISTRICT NO. 502  
ADMINISTRATIVE PROCEDURES

No. 6010 P-4

USE OF LEGAL COUNSEL

In general, and unless faced with emergency circumstances, administrators should first endeavor to contract the superintendent, assistant superintendent for educational services, or assistant superintendent for business and support services, in that order, before contacting legal counsel. The matter will be discussed and a decision made as to who should contact the attorney.

The district will continue to work with Perkins, Coie on most personnel and labor relations matters. The local firm of Langabeer, Tull, and Cuillier will be used for most other matters.

The attached form should be used to record the amount of time spent with an attorney for each contact.

Implemented	10-01-82
Reviewed	07-08-97