Caswell County Schools

P.O. Box 160, Yanceyville, North Carolina
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Board of Education

Mel Battle
Chairperson

Joel Lillard
Vice Chair

Vennie Beggarly

Trudy Blackwell

Lisa Johnson-Knight

Dr. Nicole McGhee

Nicole Smith

Superintendent
Lance Stokes

The Caswell County Schools (CCS) invites applications from interested school board attorneys to provide legal services for general and personnel matters. Listed are the services required:

- Review and/or draft contracts for employment and other services
- Represent Caswell County Schools in litigation, as requested
- Provide advice on other various issues, including but not limited to real or potential conflict of interest situations, statute interpretation, and legal interpretations as needed
- Review and/or draft policies and procedures
- Attend and provide legal counsel at Board of Education meetings
- Review and provide legal counsel regarding student or employee related issues

If your firm is interested in responding to our request, please take the following actions:

1. Prepare a written proposal stating your interest in serving as attorney for Caswell County Schools. The proposal should include a transmittal letter, executive summary, the firm's expressed understanding of the services required, and a description of your firm's experience in education law. The written proposal should be addressed to Mel Battle, Board Chairperson and should be received at the above address or email mel.battle@caswell.k12.nc.us no later than 5:00 p.m. on December 23, 2026.
2. Provide your cost for retainer fee as well as hourly cost for meetings.
3. Participate in an interview, if requested, by the Caswell County Board of Education.

Thank you for your interest in Caswell County Schools. We look forward to hearing from you.

Sincerely,

Mel O. Battle, Chairperson
Caswell County Schools Board of Education