

# Hardeman County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term:  <b>Consultants</b>	Descriptor Code: <b>1.303</b>	Issued Date: <b>12/16/99</b>
		Rescinds: <b>BBG</b>	Issued: <b>09/14/95</b>

1 The Board may occasionally engage the services of qualified professional consultants.

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3 Before engaging any consultant, the Board will require submission of a written proposal which can be  
4 incorporated into a contract or purchase order if deemed necessary by the Board. The proposal will detail:

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6 1. The specific objectives to be accomplished by the consultant;  
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8 2. The specific tasks to be performed;  
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10 3. The procedures to be used in carrying out the tasks;  
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12 4. The target dates for the completion of tasks; and  
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14 5. The method to be used to report results to the Board and/or to deliver any “product” to the Board.

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16 The director of schools will establish procedures necessary to develop an efficient working relationship  
17 between the consultant and the Board and/or staff members.

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Cross References:

Bids and Quotations 2.806  
Purchase Orders and Contracts 2.808