

# Lakeland Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term:  <b>Consultants</b>	Descriptor Code: <b>1.303</b>	Issued Date: <b>12/23/13</b>
		Rescinds:	Issued:

1 The Board may occasionally engage the services of qualified professional consultants.  
2  
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  
5 detail:  
6  
7 1. The specific objectives to be accomplished by the consultant;  
8  
9 2. The specific tasks to be performed;  
10  
11 3. The procedures to be used in carrying out the tasks;  
12  
13 4. The target dates for the completion of tasks; and  
14  
15 5. The method to be used to report results to the Board and/or to deliver any “product” to the  
16 Board.  
17  
18 The superintendent will establish procedures necessary to develop an efficient working relationship  
19 between the consultant and the Board and/or staff members.  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32

---

Cross References:

Bids and Quotations 2.806  
Purchase Orders and Contracts 2.808