

Provo City School District
Policy Series 6000 Finances and Operations



Policy No. 6050

Requesting Legal Services

Purpose

The purpose of Provo City School District's Requesting Legal Services policy is to control costs and to minimize the quantity of billings the district receives for legal services.

Policy

This policy is intended to outline the authorization guidelines to direct district employees seeking legal services.

Board – The Board President and the Board Vice President can initiate legal services. Other board members should contact the Board President or Vice President if legal services are desired.

District – District council members can initiate legal services. The authorizing council member will designate, on the legal services invoice, which budget under the council member's stewardship will be charged for the legal services. Other employees of the District should contact the council member they directly or indirectly report to when legal services are desired.

Approved by Board of Education: August 28, 2012
Revised: July 5, 2016