

Office of Superintendent of Schools  
Board Meeting of October 23, 2002

October 14, 2002

Office of School Board Attorney  
Johnny Brown, Board Attorney

**SUBJECT:           GUIDELINES AND PROCEDURES ASSOCIATED WITH THE ROLE  
AND RESPONSIBILITIES OF IN-HOUSE COUNSEL FOR THE  
BOARD**

**COMMITTEE:       PERSONNEL SERVICES, MEDIA COMMUNICATIONS AND  
MARKETING**

At the School Board meeting of July 10, 2002, the Board requested that the School Board Attorney provide specific guidelines and procedures associated with the role and responsibilities of in-house counsel for the School Board. Accordingly, the Board Attorney has drafted a document entitled "The Manual of Procedures for the Office of the School Board Attorney".

Details of this agenda item along with the above-referenced manual will be submitted to the School Board prior to the upcoming School Board meeting.

JB/PDB:pr

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