

**In-House Counsel**

The Board shall employ an attorney or attorneys, as necessary, to serve as the District's in-house counsel and representative in matters requiring legal services. The District shall establish protocols for channeling staff requests for legal advice from the in-house counsel.

**Outside Counsel**

The Board shall have final authority to retain outside counsel. In consultation with the Superintendent, the District's in-house counsel may make recommendations to the Board regarding retention of an attorney or attorneys to represent the District in legal matters. Services to be performed and reasonable fees and expenses to be paid by the District to outside counsel shall be set forth in writing between the Board and the attorney or attorneys.

When seeking advice or information from the District's outside counsel, individual Board members shall channel legal inquiries through the District's in-house counsel, Superintendent, Board President, or Board's designee, as appropriate.

A staff request for legal advice from the District's outside counsel must be submitted through the District's in-house counsel or Superintendent.

Report of Legal  
Advice

Advice from legal counsel shall be reported to the Board upon request of the Board or when deemed necessary by the District's in-house counsel, Superintendent, Board President, or Board's designee.