

## **SCOTLAND BOARD OF EDUCATION Bylaws of the Board**

### **Board Consultants**

The Board will from time to time engage the services of qualified professional consultants to provide new insights and ideas for dealing with especially difficult problems and/or to provide special services which present staff is unable to provide. The kinds of assistance sought from consultants may include, but will not necessarily be limited to the following:

1. Conducting fact-finding studies, surveys, and research;
2. Providing counsel or services requiring special expertise;
3. Assisting the Board in developing policy and program recommendations.

Before engaging a consultant, the Board may require submission of a written proposal which can be incorporated into a contract or purchase order if it satisfies the wishes of the Board. Proposals will detail:

1. Specific objectives to be accomplished by the consultant;
2. Specific tasks to be performed;
3. Procedures to be used in carrying out the tasks;
4. Target dates for completion of tasks;
5. Method to be used to report results to the Board and/or to deliver any "product" (e.g., long-range plans, codified policy manual, etc.) to the Board; and
6. Costs.