



3622.1: PROFESSIONAL SERVICES - SCHOOL DISTRICT ATTORNEY

I. The school district's attorney shall review:

- A. land purchase contracts**
- B. construction contracts**
- C. easements and/or permits for utilities**
- D. title and deeds for dedicated sites**
- E. the need for new legislation relative to special land use**

II. The school district's attorney shall prepare:

A. titles and deeds

B. settlement documents for land transfer

C. condemnation documents for site and easement acquisition

D. liens and claims

E. deeds of dedication for rights-of-way

F. resolutions for board approval involving easements, rights-of-way, and land sales

III. The school district's attorney shall provide legal representation during condemnation proceedings, suits involving construction contracts and payments.

IV. The school district's attorney shall coordinate settlement and condemnation payments for land and easement acquisition.

Date of Adoption

February 4, 1974

Date of Revision

November 3, 2003

December 3, 2018

Reaffirmed

May 3, 2010

Related Policies and Rules

[3622: Professional Services - School District Attorney](#)