

**BY-LAW**

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**BOARD CONSULTANTS**

The Board will employ expert consultants when it feels its own resources are too limited to conduct a complete study of an important topic for decision.

Wherever possible, the Board will seek proposals from at least three (3) sources before a contract with an independent consultant is entered. The Board will not contract with a Board member or the spouse, child, parent(s) or legal guardian(s), or sibling, in fact or in law, of a Board member as an independent consultant.

The Board will engage the services of an independent consultant only by written contract, which must specify the work to be accomplished by the consultant, the time within which the work is to be completed, and the fee that will be paid the consultant. An independent consultant engaged by the Board is neither agent nor employee of the Board and may represent the Board only as expressly authorized to do so in writing.

An independent consultant may have access to such school facilities and school district employees as may be reasonably required in the performance of the consultant's contract with the Board. Except as expressly permitted by the contract, any communication between the consultant and a District employee or community member regarding the work of the contract must be conducted through the Board or a designated school official.

Materials and reports generated and created by the independent consultant in the performance of his/her contract with the Board are and will remain the property of the Board and are subject to Board policy on public records.

Date: January 18, 1983

Date Revised: February 23, 2009

**Legal References:**

N.J.S.A. 18A:18A-1 et seq. Public School Contracts Law  
N.J.A.C. 6A:23A-1.1 et seq. Fiscal Accountability, Efficiency and Budgeting  
Procedures

**Possible****Cross References:**

File Code 3327 Relations with Vendors  
File Code 3570 District Records and Reports