

NIPISSING-PARRY SOUND CATHOLIC DISTRICT SCHOOL BOARD

BOARD SOLICITOR

AG 16.0
NPS 276-00

POLICY:

IT SHALL BE THE POLICY OF THE NIPISSING-PARRY SOUND CATHOLIC DISTRICT SCHOOL BOARD to appoint a competent solicitor for a term of office concurrent with that of the trustees, as follows:

1. The appointment of a solicitor will be made at the first regular meeting of the new Board's term of office.
2. The solicitor selected shall be a separate school supporter (English elector).

ADMINISTRATIVE PROCEDURES:

1. In October of each Trustee Election Year, a letter will be sent inviting every lawyer in the jurisdiction of the Board who is a separate school supporter (English elector), to express interest in the position of Board solicitor.
2. The applicant will indicate professional experience in the areas of:
 - a. Labour negotiations and interpretation of collective bargaining agreements;
 - b. Grievances and appearances as counsel at arbitration hearings;
 - c. The Education Act, its regulations and related legislation;
 - d. Real estate transaction;
 - e. Civil litigation
3. The applicant will also state:
 - a. the amount of the yearly fee requested from the Board by way of a retainer fee for the following services:
 - i. Real estate transactions
 - ii. Preparation of leases
 - iii. Assistance in the collection of receivables
 - iv. Registry Office searches
 - v. Advice of a general nature
 - b. the response time for each service;
 - c. other pertinent matters as they may relate to the responsibilities of a Board solicitor.
4. The application will be sent to the Secretary of the Board.

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5. The Secretary of the Board will submit these applications to the Committee of the whole Board during its first regular meeting, for a decision.
6. All applications will receive a reply within ten (10) days, following the date of the decision.