

LEVITTOWN UNION FREE SCHOOL DISTRICT Policy 1337

DUTIES OF THE SCHOOL ATTORNEY

The Board of Education shall annually appoint an Attorney for the School District. The Attorney must be admitted to the New York State Bar. The Attorney shall be the legal advisor to the School District and the Board of Education. In that capacity, the Attorney's duties shall be:

1. to provide legal advice to the Board of Education with respect to all legal matters relating to the School District, including, but not limited to, Interpretation of the Education Law of the State of New York, and all other statues, rules or regulations affecting the School District;
2. to provide legal advice on the prudent handling of all matters with which the School District may be confronted with respect to property and personnel of the School District;
3. to be easily accessible to the Board of Education, and, at the Board of Education's discretion, the Superintendent of Schools and their designee(s), with respect to legal matters issuing out of the day-to-day administration of the School District;
4. to review all contracts to be entered into by the School District;
5. to review the legality of all rules or regulations to be adopted by the Board of Education;
6. to review and advise with respect to any process served upon the School District; and
7. to retain such special counsel as they may deem necessary in the circumstances, subject to the approval of the Board of Education.

Ref: Education Law, §3023, §3028 and §3881
Civil Service Law, §211

Re-Adopted: October 9, 2024