

CONSULTANTS

A. Paid Consultants

The School Board may provide in the annual budget for the services of paid consultants when these services are not available within the present staff, when substantial savings to the school division are evident, or when such employment will benefit the school division in some other way. Staff members must obtain the written approval of the Superintendent/designee prior to making any commitment to outside consultants.

B. Unpaid Consultants

The Board encourages the use of consultants from the Virginia Department of Education and other agencies when no fee or obligation is required. Staff members must secure the approval of the Superintendent/designee prior to contacting any consultant to assist in areas of the curriculum.

C. Staff Members as Consultants

Staff members who are requested to work as consultants to other school divisions or educational institutions must secure the prior approval of the Superintendent/ designee. The request must include a decision as to which option the employee has selected in the School Board's policy regarding payment for these services.

The Superintendent/designee will approve limited outside consultant work by employees requested by other Virginia school divisions when accompanied by a written request from the Superintendent/designee of that division. When employment of this type is approved, the employee may receive payment from the requesting Superintendent/designee for normal expenses incurred by the employee.

In general, the Board subscribes to the principle that no employee of the Board shall be paid twice for the same work period. The employee, therefore, may use leave time with pay, leave without pay, or other leave that, in the judgement of the Superintendent/ designee, is consistent with this policy.

Adopted: July 1, 1993
Amended: December 8, 1997
Reviewed: July 8, 2004
