

3/15/2007

## Proposed Timeline for Release of Legal RFP

Based on the premise that the Board wants to make a formal appointment at the May 9 Board meeting.

March 14—Discuss RFP in Executive Session

→ March 19—RFP Board Working Group (RBWG) to provide Board Secretary with finalized proposed RFP document in Word.

March 19—Board Secretary to upload RFP to agendaman and notifies entire Board.

March 21—Board vote on whether to release legal services RFP.

*Ad Time* March 22—If Board approves release of legal services, Board Secretary releases documents to media outlets for three weeks of advertising (week of 3/24, 3/31, and 4/7) and Director of Communications posted RFP on District website. Individual Board members may also provide Board Secretary with contact information for any law firms they want to have the RFP mailed to directly.

March 24—Board Secretary sends RFP materials to law firms requested by Board members.

Prior to April 8 at 3:00 PM—RBWG to provide legal services evaluation materials to Assistant Superintendent.

April 8 at 3:00 PM—Proposals submitted in hard copy to the Board Secretary.

April 9, at 9:00 AM—Public opening of bids.

April 9-11—Board Secretary to provide RBWG and designated administrators with hard copies of the RFP.

By April 18, RBWG and designated administrators will have read the RFP and will meet at 4:30 PM on April 18 to determine which firms should be interviewed.

April 19—Board Secretary will notify designated law firms of their interview time slot.

Week of April 22—Interviews with first round firms

Week of April 29—Interviews with any firms making it to the second round.

By May 7 before 1 PM—RBWG inform Superintendent and Board Secretary if at firm has been identified for appointment at the May 9 Board meeting. If so, agenda item will be uploaded and full Board will be notified. If a firm has not been identified the appointment will be delayed until May 9.

By May 14 before 1 PM—RBWG inform Superintendent and Board Secretary if at firm has been identified for appointment at the May 16 Board meeting. If so, agenda item will be uploaded and full Board will be notified. If a firm has not been identified the appointment will be delayed until the RBWG has a recommendation and an agenda item will be created to appoint Stock and Leader as interim legal counsel, beginning July 1 until the RFP process is finalized.



WSSD\_000372

Report of the Director of the Bureau of the Census  
on the results of the 1950 Census of the United States

Presented to the House of Representatives  
in accordance with the provisions of the Census Act of 1949

Submitted by the Director of the Bureau of the Census  
to the Committee on the Census, House of Representatives

Washington, D. C.  
January 1951

The following report was prepared by the Bureau of the Census  
under the direction of the Director, Mr. Charles D. Lummis,  
and under the immediate supervision of the Assistant Director,  
Mr. John W. Thompson.

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Revised Final 3/15/2024

\* Mr. Gay to compile all  
REVISION BY EDW

\* MRS. Tierney to send  
all supporting docs.  
to Mr. Gay.

\* MRS. Grant to schedule

next meeting to  
FINALIZE PACKAGE  
→ TARGET NEXT WEEK

WEEK OF 3/18

→ FINALIZE & SEND  
OUT - TIME LINE  
O.K.

WEST SHORE SCHOOL DISTRICT  
REQUEST FOR PROPOSALS FOR LEGAL SERVICES  
General Solicitor

1. INTENT & BACKGROUND

West Shore School District (the "District") is soliciting proposals from qualified licensed full-service law firms to represent the District as its general counsel solicitor, in basic legal matters and litigation, excluding litigation handled by attorneys selected by school district insurance carriers, as well as other legal matters that may arise from time to time. The Board of School Directors reserves the right to engage other attorneys or law firms to provide special counsel services on an as-needed basis.

The District is located in southcentral Pennsylvania with a population of approximately 8000 students. West Shore is a large suburban school system in the greater Harrisburg metropolitan area. The District encompasses 78 square miles in the boroughs of Lemoyne, New Cumberland, Wormleburg, Goldsboro, and Lewisberry and the townships of Fairview, Lower Allen and Newberry in eastern Cumberland and northern York counties. Approximately % of the student population comes from York County, with the remaining % coming from Cumberland County.

The District employees over professionals, support bargaining unit employees, and bargaining support employees. The District's current four year contract with the West Shore Education Association runs through . The two year collective bargaining agreement with District Council 89 of the American Federation of State County and Municipal Employees, AFL-CIO is in effect until . That agreement covers food service, maintenance and custodial employees, with some exceptions.

2. QUALIFICATION REQUIREMENTS

A solicitor and such other attorneys retained by the District shall meet or exceed the following minimum requirements:

- 2.1 Member in good standing of the Bar Association of the state of Pennsylvania.
- 2.2 Member in good standing of the bar of the United States District Court of Pennsylvania for the Middle District.
- 2.3 Must have the ability to provide same-day response.
- 2.4 Must assume assignment as lead attorney with appropriate educational law experience.
- 2.5 Must have experience with federal and state education laws and have minimum of five (5) years working with or for a school district in all areas of services required herein.
- 2.6 Any firm performing services as solicitor for the District must have demonstrable experience in all of the following areas of public school law:
  - Governance matters, including matters arising under the Sunshine Act, matters arising under the Pennsylvania School Code, the State Ethics Act, the Right-to-Know Law, and Robert's Rules of Order;
  - Insurance issues;

**Deleted:** eight elementary schools, three middle schools, two high schools, and a virtual learning academy. With more than 7,500 students and approximately 930 staff members, West Shore is the third largest public school district in the Greater Harrisburg metropolitan area.

**Deleted:** The attorney or firm retained must be a licensed to practice law in the Commonwealth of Pennsylvania...

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