

**Request for Proposal**  
**The Metro Early College High School**  
**Legal Advisor to the Governing Board**

*Issued January 6, 2012; Deadline for submitting proposal: February 22, 2012*

**1. Intent:**

The Metro Stem Early College High School Governing Board seeks a law firm or attorney to serve in the capacity of School Board Attorney. The attorney designated by the retained firm to represent the Governing Board should be versed in education law, particularly with reference to federal and state statutory and case law governing public education in Ohio. In addition, counsel should be able to provide a broad range of legal services including matters pertaining to the formation and operation of a 501(c)(3) foundation.

**2. Qualification Requirements:**

Firms/attorneys who respond to this Request for Proposal must meet the following minimum requirements:

- Member in good standing of the Ohio Bar Association
- Significant experience working with or for Ohio school districts
- Ability to provide same day response
- Assignment of lead attorney with appropriate experience
- Must have no substantive conflict with interest in representing the Board

**3. Scope of Services:**

The successful firm/attorney will provide comprehensive legal services including, but not limited to:

- General counsel
- Business contracts
- Special Education/Student Services
- Labor relations/human resource
- IRS Matters/ 501(c)(3) non-profits

**Submission:**

Proposals must include names and qualifications of attorneys who would represent the school as well as rates for services. All proposals must be received no later than February 22, 2012 at 4 p.m.

Submissions may be made to the attention of the Board Chair, Dr. David Williams, either by mail or hand delivery to:

The Metro Early College High School  
1929 Kenny Road  
Columbus, OH 43210