

## TAYLOR COUNTY SCHOOL BOARD REQUEST FOR QUALIFICATIONS (RFQ)

The Taylor County School Board is the governing body of the Taylor County School District, a Florida public school district organized and operating under Chapter 1001, Florida Statutes. The Board seeks to retain a School Board Attorney (individual attorney or law firm) to serve as its primary legal counsel, advising the Board, the Superintendent, and District administration on the full range of legal matters affecting a Florida public school district.

The successful respondent will act as counsel of record in litigation and administrative proceedings, provide day-to-day legal advice, draft and review policies and contracts, and attend Board meetings as required. The Board anticipates an initial one-year contract term with the option to renew annually upon mutual agreement, subject to annual performance review and appropriation of funds.

The School Board Attorney shall provide, at a minimum, the following categories of legal services:

- General legal advice and representation to the Board, individual Board members (in their official capacities), the Superintendent, and District staff on all matters of school law, including Chapters 1000–1013, Florida Statutes
- Attendance at all regular, special, and workshop Board meetings, and availability for consultation between meetings
- Drafting, review, and revision of Board policies, administrative procedures, contracts, leases, interlocal agreements, and other legal instruments
- Representation in state and federal litigation, including defense of the Board, Superintendent, and employees in civil actions arising from Board operations
- Representation before the Division of Administrative Hearings (DOAH) and other administrative tribunals, including employee termination, teacher certification referrals, and student expulsion matters
- Advice on labor and employment law, including collective bargaining negotiations support, grievance and arbitration proceedings, and disciplinary actions
- Guidance on compliance with the Florida Sunshine Law (section 286.011, F.S.), Public Records Law (Chapter 119, F.S.), and Florida Code of Ethics for Public Officers and Employees (Chapter 112, F.S.)
- Advice regarding student matters, including discipline, exceptional student education (ESE) and Section 504 compliance, FERPA and student records confidentiality, and student expulsion/discipline hearings
- Support for procurement, construction, and facilities matters, including bid protests and contractor disputes

- Advice on real property matters, including acquisition, disposition, easements, and deed recording
- Guidance on charter school authorization, oversight, and related agreements
- Review and advice regarding volunteer and employee background screening requirements under Chapter 1012, Florida Statutes
- Advice on emerging legislative changes affecting school districts, including but not limited to the Live Local Act, School of Hope programs, and other current legislative developments
- Coordination with the Board's property/casualty and workers' compensation carriers and outside/specialty counsel as needed for matters outside the scope of general representation

To be considered responsive, each respondent must demonstrate the following minimum qualifications:

- Active member of the Florida Bar, in good standing
- Juris Doctor from an ABA-accredited law school
- Five (5) years of active law practice
- Office located within a reasonable distance of Perry, Florida
- No current conflict of interest with the School Board or District

The initial contract term shall be for one (1) year, commencing upon Board approval and contract execution. The contract shall be subject to annual review by the Board.

Sealed proposals marked "RFQ 2026-01 — School Board Attorney — DO NOT OPEN" shall be delivered to:

Taylor County School Board  
Attn: Danny Lundy, Board Chair  
Taylor County School District  
318 North Clark Street  
Perry, Florida 32347

**ON OR BEFORE OCTOBER 16, 2026 AT NOON**—Faxed or late submissions will not be considered.

- The Board reserves the right to reject any or all proposals, to reissue this RFQ, or to negotiate with one or more respondents.
- Respondents must comply with all applicable Florida Statutes governing public entity contracting, conflicts of interest, and public records, including making records related to this solicitation subject to disclosure under Chapter 119, Florida Statutes, except as exempted by law.
- Any resulting agreement is subject to formal approval by the Taylor County School Board at a duly noticed public meeting.