

**BOARD POLICY**Placentia-Yorba Linda Unified School District

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Administration

2320 - BP

**CONSULTANTS**

The Governing Board authorizes the use of consultants to provide expert professional advice or specialized technical or training services which are not needed on a continuing basis and which cannot be provided by district staff because of limitations of time, experience or knowledge. Individuals, firms or organizations employed as consultants may assist management with decisions and/or project development related to financial, economic, accounting, engineering, legal, administrative, instructional or other matters.

Consultants shall exercise no administrative authority over employees in the district but shall act only as advisers in those fields in which they are qualified to offer assistance. All administrative supervision of employees shall be in the hands of those to whom responsibility has been specifically delegated.

As part of the contract process, the Superintendent or designee shall determine, in accordance with Internal Revenue Service guidelines, that the consultant is properly classified as an independent contractor. District employees who perform extra-duty assignments shall not be retained as independent contractors. They shall be considered employees for all purposes, even if the additional services are not related to their regular duties.

All consultant contracts shall be brought to the Board for approval.

All qualified firms or resource persons shall be accorded equal opportunity for consultant contracts regardless of the person's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, or sexual orientation.

LEGAL REFERENCE:	<u>Education Code</u>	Sections 10400-10407
		Section 17596
		Sections 35010, 35172, 35204
		Section 44925
		Sections 45103, 45103.5, 45134-45135
		Section 45256
	<u>Government Code</u>	Section 53060

MANAGEMENT	<u>Internal Revenue</u>	Section 15-A
RESOURCES:	<u>Services Publication</u>	

CROSS REFERENCE:	<u>Board Policy 4124</u> , Retention of Consultants
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Policy adopted: 2/19/68

Policy adopted: 5/10/16