

**GOVERNMENT OF THE VIRGIN ISLANDS
VIRGIN ISLANDS BOARD OF EDUCATION**



REQUEST FOR PROPOSAL

Legal Counsel

Virgin Islands Board of Education

The Virgin Islands Board of Education is seeking an Attorney who is well versed in federal and local laws, regulations, and court rulings that affect education.

Candidates must be admitted to the Virgin Islands Bar and be a member in good standing for a minimum of five years.

Duties will include but not be limited to:

- Attend board meetings, upon request
- Advise the board on the interpretation of status, charters, court mandates, contract language, and other technical matters of law
- Assisting the board in writing policies
- Advise the board on due process procedures and the conduct of hearings
- Review all procedures and regulations regarding the rights and responsibilities of students and student discipline
- Litigate matters on behalf of the Board

Mail letter of interest and resume to:

Virgin Islands Board of Education
P.O. Box 11900
St. Thomas, VI 00801

Attn: Monique Matthias
Executive Director

Or send an email to the address:

mmatthias@myviboe.com with the subject **“Legal Counsel RFP”**

Deadline for submitting documents is **December 7, 2018 by 5:00 PM**

The Virgin Islands Board of Education is an Equal Opportunity Employer.

MISSION STATEMENT

The Virgin Islands Board of Education is committed to its vision and will promote the transformation of the structure of existing public education through: 1. governance over the public education system; 2. improved student, parent, teacher relationship; 3. comprehensive community engagement; 4. standards that promote high academic achievement; 5. creation of an environment that is conducive to effective communication; 6. enhanced quality of professional development for all; 7. provision of adequate resources to achieve our vision, goals and objectives.

VISION STATEMENT

To ensure that each child is provided with the best quality education which promotes our history and culture, guarantees academic achievement and builds strong communities.