



3000 - Finance 230 - Contracts

1. Policy

All contracts shall be reviewed and approved by the Providence Hall Charter School Board of Trustees (Board), unless otherwise delegated to the Executive Director. Arm's length contracts are preferred, and any related party contracts must be properly disclosed in writing prior to Board approval. All contracts shall:

- 1.1. Be in compliance with R277-113 and 63G-6A-12 and must not exceed five (5) years, unless the procurement officer determines (in writing) that a longer period is necessary in order to procure the item, customary for industry standards, or is in the best interest of PHCS
- 1.2. Include specific scope of work and pricing language
- 1.3. Include language for any federal requirements
- 1.4. Include language regarding data privacy and use, if applicable
- 1.5. Follow procurement code bidding requirements
- 1.6. Have a legal review prior to approval per R277-113