

AGREEMENT FOR LEGAL SERVICES

1. IDENTIFICATION OF PARTIES: This Agreement is by and between San Rafael City Schools (“District”) and Barbara J. Vrankovich, Attorney-at-Law (“Attorney”) for the provision of limited legal services as requested by District from July 1, 2019, through and including June 30, 2020.
2. CONDITIONS: This agreement will not take effect, and Attorney will have no obligation to provide legal services, until District returns a signed copy of this agreement.
3. RESPONSIBILITIES OF ATTORNEY AND DISTRICT: Attorney will perform the legal services requested by District, keep District informed of progress and developments, and respond within a reasonable time to District’s inquiries and communications. Attorney reserves right to decline representation of District in matters for which she reasonably believes are outside her area of competence and agrees to cooperate with law firm identified to represent District in said matter if requested by District. District will be truthful and cooperative with Attorney and provide in a timely manner all information and documents necessary to Attorney’s provision of requested legal services.
4. LEGAL FEES: District agrees to pay Attorney one hundred twenty-five dollars (\$125) per hour for services rendered in a minimum increment of one-tenth (.1) per hour. Attorney may charge for one-way travel if performance of requested legal services requires less than three (3) hours of Attorney’s time. If out-of-town travel is required during the performance of Attorney’s duties, District will be charged the hourly rate for one-way travel. District further agrees to reimburse Attorney for transportation, meals, lodging, and other actual and necessary expenses such as copying costs that may be incurred as a result of out-of-town representation of District.
5. BILLING STATEMENTS: Attorney shall submit to District a statement for fees and reimbursable costs every calendar month. Statements shall clearly identify the specific matter, Attorney’s activities on behalf of District regarding the matter, time worked, hourly rate, and reimbursable costs, if any.
6. TERMINATION OF AGREEMENT: District or Attorney may terminate this Agreement by providing thirty (30) days written notice of termination to the other party.

The parties have read and understood the foregoing terms and have signed this Agreement for Legal Services.

SAN RAFAEL CITY SCHOOLS

BARBARA J. VRANKOVICH



Michael Watenpugh, EdD, Superintendent

Barbara J. Vrankovich, Attorney