Monroe 2-Orleans BOCES Policy
Series 4000 – Non-Instructional/Business Operations
Policy #4460 – SPECIAL PROJECTS CONTRACTS

Special Projects Contracts are agreements between the Monroe 2-Orleans BOCES and persons who can provide services of a specialized, unique or immediate nature which may not otherwise be provided by regular staff.

Special Projects Contracts shall be used to facilitate the delivery of services to divisions within BOCES and agencies served by BOCES in cases where temporary assistance is needed.

All Special Projects Contracts must receive approval by the District Superintendent or their designee before they are initiated. Expenses connected with the service must be included in the total sum to be specified in the contract.

Types of services must be classified in the following Temporary Support Service categories:

a) Consulting - Provides advice, guidance, planning assistance, etc.;
b) In-Service Workshop - Provides instructional services at workshops or courses provided by BOCES;
c) Curriculum Development - Provides assistance in providing new curriculum programs and materials;
d) Other - In the case of a need to obtain other temporary services which do not fall in the above categories, a rationale shall be presented along with the Special Projects Contract form indicating why it is appropriate to temporarily obtain the service.

BOCES shall enter into a contract with each component district for services rendered on their behalf and their share of the administrative and rental cost.

BOCES may contract with other BOCES to provide services for schools in such other BOCES.

BOCES may contract with other BOCES to provide services to schools in the Second Supervisory District of Monroe and Orleans Counties.

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