

# **REQUEST FOR PROPOSAL**

## **PIERRE INDIAN LEARNING CENTER**

### **LEGAL SERVICES**

The Indian Board of Education for the Pierre Indian Learning Center (PILC) seeks a law firm or attorney to serve in the capacity of School Attorney. The attorney designated by the retained firm to represent the PILC should be well versed in educational law, particularly with reference to federal and state statutory and case law governing Bureau of Indian Education operated schools in South Dakota. Experience working with tribal entities is preferred. Counsel must be licensed to practice law in South Dakota. A minimum of ten years of legal practice is desirable. In addition, counsel should be able to provide a broad range of legal services and prepare legal documents required by the Board and Superintendent in the day-to-day operation of the PILC.

The attorney or firm representing the Indian Board of Education for the PILC will be expected to provide the following:

#### **GENERAL SERVICES**

- ◆ ADMINISTRATIVE CONTACT – Available for telephone and individual conferences with the Board of Education, Superintendent and school administrators as needed.
- ◆ PROFESSIONAL DEVELOPMENT – Prepare and present as requested professional development for administration, staff and board members on pertinent issues in educational law.
- ◆ POLICY REVISIONS – Provide guidance for policy revisions as it relates to Pierre Indian Learning Center.
- ◆ SPECIAL OPINIONS – Prepare legal opinions on education-related legal questions at the request of the Board and the Superintendent.
- ◆ LEGISLATIVE SERVICES - Monitor and review changes in the educational law enacted by the SD DOE and the US Department of Education/ US Department of the Interior and advise the Board and the Superintendent of legislative changes and necessary Board and administrative actions.

#### **SPECIFIC SERVICES**

- ◆ Advice and consultation with the Board of Education in connection with their general and specific powers and duties.
- ◆ Representation of the superintendent and other school officers, and advice and consultation

concerning their general and specific duties and responsibilities according to educational law and BIE mandates.

- ◆ Advice and consultation with the administration of the PILC, including memoranda regarding the appointments, duties, responsibilities and termination of employees.
- ◆ Preparation for, and representation of, the school district in disciplinary proceedings commenced against teachers and administrators pursuant to South Dakota Codified Law and Administrative Regulations.
- ◆ Representation of the employer with respect to discipline and dismissal of teaching and non-teaching employees, including termination of employees and related grievance hearings.
- ◆ Representation of, and consultation with, the Board of Education on issues involving federal ESSA mandates.
- ◆ Representation of the PILC in connection with disciplinary proceedings involving students, including hearings and related proceedings.
- ◆ Advice and consultation in connection with transportation of students and related regulations involving safety, housing and health.
- ◆ Representation of the district in connection with the placement and Free Appropriate Public Education (FAPE) of children with disabilities, including participation in hearings and representation in related administrative and judicial proceedings of same.
- ◆ Consultation and representation in single- and multi-party litigation relating to suits against governmental entities.
- ◆ Advice, consultation and representation in matters involving insurance, including general liability, property and errors and omissions insurance.
- ◆ Advice and consultation with regard to student records and personnel records.
- ◆ Defense in connection with actions alleging negligence, failure to properly supervise, dangerous conditions, defamation, and comparable issues.
- ◆ Advice and consultation with respect to drug and alcohol testing for employees and students.
- ◆ Support for the district mission and goals of equity and excellence for all students.
- ◆ Performance of such other legal counsel consistent with his/her professional competence as the Board may request.

Interested firms or attorneys should include documentation outlining professional qualifications and recent experience in school education law. We also require at least three professional references with name, address, telephone number and relationship. Proposals should also provide the names of current school or school board clients. Fees should be clearly identified, and include itemized costs for hourly rate, as well as mileage costs if not located in the Pierre, SD area. Potential conflicts of interest should be noted. Interested firms or attorneys should submit a proposal to provide legal services in the role of School Attorney for the Pierre Indian Learning Center by **March 16, 2026** to:

Pierre Indian Learning Center  
Superintendent  
Dr. Veronica Connolly Morley  
[Veronica.Morley@k12.sd.us](mailto:Veronica.Morley@k12.sd.us)  
(605) 224-8661, extension 137

Please indicate **Attorney RFP** in the subject line. ***Proposals must be submitted via e-mail.***