

WALSH, ANDERSON,
BROWN, SCHULZE
& ALDRIDGE, P.C.

ATTORNEYS AT LAW

APR 04

April 1, 2007

VIA REGULAR MAIL

Dr. James Veitenheimer
Superintendent of Schools
Keller Independent School District
350 Keller Parkway
Keller, Texas 76248

RE: Renewal of Membership in Special Education Retainer Program

Dear Dr. Veitenheimer:

In addition to the monthly billing statement, enclosed please find the annual billing statement for membership in our Special Education Legal Services Retainer Program. Also enclosed is a completed Conflict of Interest questionnaire in compliance with House Bill 914. The Walsh Anderson Retainer Program provides a valuable service to the District, and we look forward to the District's continued membership in the program. The cost of the program is \$1,000 per year. Benefits of the program include:

1. FREE TELEPHONE CONSULTATION: The law firm provides unlimited telephone consultation at no charge to the District's Board President, Superintendent, Special Education Director or designee pertaining to questions arising out of the general operation of the District. Last year, our member clients received an average of 9.4 free hours of telephone consultation. That is a \$2,000 value in telephone calls alone! Call us whenever the District has a question or concern about general school law matters or special education law. As a retainer client, the District has exclusive access to the statewide toll-free telephone numbers for calls to the law firm. Before making decisions with legal consequences, call any of our offices toll-free at the following numbers to speak with a Walsh Anderson attorney:

- Austin – (800) 252-3405
- Irving – (800) 231-4207
- McAllen – (866) 770-6864
- San Antonio – (800) 232-9169
- Albuquerque – (800) 771-6864

2. REDUCED RATES FOR ADDITIONAL LEGAL WORK: The District receives reduced hourly rates for additional work that goes beyond the general telephone consultations. Under the Retainer Program, the District receives reduced rates for additional work such as performing

legal research, drafting opinion letters, and representing the District in adversarial matters. Though the hourly rates are reduced for retainer clients, any expenses incurred by the law firm in providing such additional work are charged.

3. FREE SUBSCRIPTIONS TO FIRM PUBLICATIONS: As a member of the Retainer Program, the District receives free subscriptions to both of the firm's newsletters: (1) the informative bi-monthly newsletter "*Time Out with Walsh Anderson*" that provides timely reminders and practical suggestions about general education law issues arising throughout the school year; and (2) the monthly publication "*This Just In*" which addresses legal issues specific to the special needs of students with disabilities.

4. E-MAIL UPDATES: As another benefit of the Retainer Program, Walsh Anderson sends periodic e-mail updates to you (and to any other District personnel or trustees you designate) to help keep the District abreast of the latest developments in school law. These updates address a broad range of timely topics and are designed to keep you informed and better prepared in your work for the District. In 2006 we sent updates regarding conflict disclosure forms required by HB 914; educator contracts and nonrenewals; election preclearance issues; student record retention; contract employee issues; an Attorney General Public Information Act opinion concerning the confidentiality of employee evaluations; temporary restraining orders concerning graduation ceremonies; a new law related to incentive pay and teacher contracts; changes to election policies and timelines required by HB 1; important steps to follow if a lawsuit is filed; a court case regarding student searches and whether "intent" should be a factor when considering expulsion; changes to Title IX regulations concerning single-sex schools and classes; and interpretation of a questionnaire from the Texas Education Agency concerning legal fee reporting requirements. In 2007 we have sent updates regarding new Federal rules concerning the preservation and disclosure of electronically stored information; and information regarding providing school counseling services to special education students. Don't let your District personnel miss our next update! Please review the attached list of e-mail addresses you previously provided to us and update the list if necessary.

5. REDUCED RATES ON ALL WALSH ANDERSON INSERVICES: Our Retainer Program members also receive reduced rates on all inservices and legal training programs. Our up-to-date training programs are presented by attorneys with firsthand experience and knowledge about the current legal issues confronting Texas school districts. Our retainer clients also receive priority scheduling for inservice training.

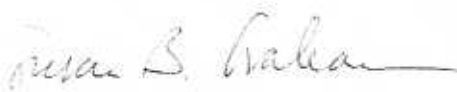
I am pleased that the District has been a member of our Special Education Legal Services Retainer Program. I hope the District will continue with its membership. We look forward to receiving your updated e-mail list and signed contract. Please note that the enclosed Special Education Legal Services Retainer Agreement must be signed by an authorized trustee or employee. Consult your local policies to see if they specify who is authorized to approve and sign an agreement retaining legal counsel for the District. Many Districts have adopted the Texas Association of School Boards' proposed Policy BDD (local) which requires approval of

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the agreement by the Board of Trustees. In the case of a special education cooperative or shared services arrangement, we suggest approval of this agreement by the Board of Trustees for the fiscal agent.

The law firm's retainer programs are designed to provide the District with excellent service and prompt responses to all questions. When considering decisions with legal consequences, call *any* Walsh Anderson attorney with questions and concerns regarding school law issues. And please, call me with any questions, comments, or suggestions about how we can better serve the District. My toll-free number is (800) 252-3405.

Sincerely,


Susan B. Graham

SBG/mkm
Enclosures

cc: (with contract and fee schedule only)
Dr. David Farmer
Board President
Keller Independent School District
350 Keller Parkway
Keller, Texas 76248

(with contract and fee schedule only)
Ms. Genni LaPlante
Director
Keller Independent School District
350 Keller Parkway
Keller, Texas 76248

WALSH, ANDERSON,
BROWN, SCHULZE
& ALDRIDGE, P.C.

ATTORNEYS AT LAW

**SPECIAL EDUCATION
LEGAL SERVICES RETAINER AGREEMENT
FOR
KELLER
INDEPENDENT SCHOOL DISTRICT**

The Keller Independent School District (hereinafter "District"), acting by and through the authorized Trustee or Employee whose signature appears below, hereby retains the law firm of Walsh, Anderson, Brown, Schulze & Aldridge, P.C. (hereinafter "Law Firm"), to provide the services to the District set forth below.

1. Telephone Consultation: The Law Firm shall provide telephone consultation at no charge to the District's Board President, Superintendent, Special Education Director, or designee pertaining to questions arising out of the general operation of the District. The District shall have access to a statewide toll-free telephone number for calls to the Law Firm.
2. Additional Legal Work: The District shall be entitled to reduced hourly rates for additional legal work over and above general telephone consultation. Examples of such additional legal work are research, opinion letters, and legal advice or representation in adversarial matters. Expenses incurred by the Law Firm in providing such additional legal work shall be charged.
3. Publications: The Law Firm shall provide at no charge the monthly publication *This Just In*, dealing with special education law issues, and the bi-monthly general school law publication *Time Out with Walsh Anderson*, both published by the Law Firm.
4. E-mail Updates: The Law Firm shall send periodic e-mail updates to designated District personnel and trustees relating to developments in school law. The content and publication schedule of such updates shall be determined solely by the Law Firm.
5. Retainer Term and Cost: There shall be a fee of \$1,000.00 for this Retainer Agreement due upon execution and annually thereafter on the anniversary of the execution date below. This Retainer Agreement shall remain in effect until notice of cancellation is received.
6. Scope of Attorney-Client Relationship: This Retainer Agreement establishes a limited attorney-client relationship only between the Law Firm and the District. The relationship exists only as to the consultations and additional legal work that are initiated by the District and accepted by the Law Firm pursuant to this Agreement. The Retainer Agreement does not impose any duty upon the Law Firm to provide advice or

work to the District regarding legal matters absent a request by the District's Board President, Superintendent, Special Education Director, or designee for such advice or work on a matter. The Law Firm and the District acknowledge and represent that this Agreement does not establish an attorney-client relationship between the Law Firm and any individual Trustees or Employees of the District. If a lawsuit or other adversarial matter is brought against the District and/or any Trustee or Employee of the District, the Law Firm may require the execution of one or more separate Letters of Engagement prior to undertaking an attorney-client relationship in the matter.

Executed this _____ day of _____, 2007.

KELLER INDEPENDENT SCHOOL DISTRICT

By: _____
(Signature)

(Print Name)

(Title)

WALSH, ANDERSON, BROWN, SCHULZE & ALDRIDGE, P.C.

By: _____
Oscar G. Treviño
Managing Shareholder

WALSH, ANDERSON,
BROWN, SCHULZE
& ALDRIDGE, P.C.

ATTORNEYS AT LAW

**FEE SCHEDULE AS OF JUNE 16, 2004
SPECIAL EDUCATION RETAINER AGREEMENT
FOR CONSULTATION AND PUBLICATIONS**

For retainer program clients

Annual retainer fee is \$1,000 billed each year on the anniversary of the District joining the program.

Telephone consultation with school officials in this program regarding general routine legal matters is free of charge. The firm has toll-free telephone numbers that are made available to these clients.

An hourly rate of \$160/hour for associates licensed less than two years, \$195/hour for senior associates, or \$215/hour for shareholders is charged for time spent on research, opinion letters, office visits, board meetings, and other work of a general nature.

For matters requiring more in-depth work, such as document review, negotiation of a contract, grievance, nonrenewal, review of constructions documents, litigation, administrative appeals, and the like, all time, including telephone calls, is charged at the current hourly retainer rates shown above, plus expenses. A new file is set up so that the billings show legal fees attributable to that particular matter.

For non-retainer program clients

An hourly rate of \$160/hour for associates licensed less than two years, \$215/hour for senior associates, or \$235/hour for shareholders is charged for time spent on any work, including all telephone calls, office visits, litigation, research, opinion letters, hearings, and the like.

The above rates are subject to change at any time.