



**BIBB COUNTY SCHOOL DISTRICT**  
Dr. Dan A. Sims, Superintendent

**INFORMATION MEMORANDUM**

---

**To:** Bibb County Board of Education

**From:** Dr. Dan A. Sims, Superintendent  
Dr. Katika D. Lovett, Deputy Superintendent

**Subject:** Allocation of Legal Services

---

**Summary**

The Bibb County School District has refined its legal services structure to ensure that the District's legal needs are met effectively and efficiently by leveraging the specialized expertise of two firms for the remainder of the 2024-25 school year. This memorandum provides an update to the Board regarding the allocation of legal services between Jones Cork, LLP and Parker Poe Adams & Bernstein, LLP (Parker Poe), effective immediately.

**Background**

**Jones Cork, LLP**

Jones Cork, LLP will continue to provide legal services in the following areas:

- **District Contracts:** Legal review, drafting, and advisement on contracts and agreements.
- **Policy Development:** Advising and supporting policy creation and updates.
- **Open Records Requests/FERPA Compliance:** Ensuring compliance with Georgia Open Records Act and FERPA.
- **Employment Law:** Handling personnel-related legal issues, including disputes and compliance with state and federal employment regulations.
- **Student Disciplinary Hearings:** Representing and advising the district during student disciplinary proceedings to ensure adherence to policies and legal requirements.

**Parker Poe Adams & Bernstein, LLP**

Parker Poe will support the District in the following capacities:

- **Special Education and Related Legal Services:** Advising on matters related to the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act, and other special education related concerns.



## BIBB COUNTY SCHOOL DISTRICT

Dr. Dan A. Sims, Superintendent

### INFORMATION MEMORANDUM

- 
- **General Legal Advice:** Providing additional legal guidance and/or representation as requested by the district.

This allocation reflects the District's commitment to aligning legal resources with the specialized needs of its operations. Jones Cork, LLC will focus on general District legal needs, while Parker Poe will provide expertise in special education and other requested legal matters as needed.