

# NUTTALL, MACAVOY & JOYCE, P.C.

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January 6, 2023

Framingham School Committee  
19 Flagg Drive  
Framingham, MA 01702

Attn: Priscila Sousa, Chair

## Re: Letter of Engagement

Dear Chair Sousa and School Committee Members:

Framingham's Executive Director of Finance and Operations has suggested that we memorialize the terms of our legal services with a signed Letter of Engagement. This letter will formalize our partnership and outline the terms of our engagement all of which was supported by the Committee's vote.

Nuttall, MacAvoy & Joyce, P.C will provide legal services including Title IX legal services to the Framingham School Committee and to authorized School Officials (including the Superintendent, Executive Director of Finance and Operations, School Committee Administrator, Assistant Superintendent for Human Resources and other authorized personnel) on an as requested and as needed basis. Nuttall, MacAvoy & Joyce, P.C charges for its services on an hourly basis, plus expenses, and charges at the following rate: \$215.00 per hour until June 30, 2023. Starting July 1, 2023, the per hour rate will be \$240.00.

In an effort to keep our clients better informed concerning legal expenses, we currently bill all of our municipal clients on a monthly basis. A reminder is automatically forwarded on all accounts that have outstanding balances after forty-five days. Further, we provide six months written notice in advance of any anticipated rate increase. Upon the request of individual clients, the firm has agreed to accept legal fee retainers upon mutually acceptable terms.

Should you have any questions, or should you desire any further information, please do not hesitate to contact us.

Sincerely,



Michael J. Joyce

NUTTALL, MACAVOY & JOYCE, P.C.  
ATTORNEYS AT LAW

**AGREED AND ACCEPTED:**

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Priscila Sousa, Chair  
Framingham School Committee  
Date: