

WALSH, ANDERSON,
GALLEGOS, GREEN
and TREVIÑO, P.C.

ATTORNEYS AT LAW

July 1, 2012

VIA REGULAR MAIL

Mr. Efren Yturralde
Superintendent
Gadsden ISD
4950 McNutt Road
Sunland Park, NM 88063

RE: Renewal of Membership in New Mexico Legal Services Retainer Program

Dear Mr. Yturralde:

In addition to the monthly billing statement, enclosed please find the annual billing statement for membership in our New Mexico Legal Services Retainer Program. The Walsh Anderson retainer program provides a valuable service to Gadsden ISD, and we look forward to the Schools continued membership in the program. The cost of the program is \$1,000 per year plus applicable gross receipts tax. Benefits of the program include:

1. **FREE TELEPHONE CONSULTATION:** The law firm provides unlimited telephone consultation at no charge to the Schools' Superintendent, Board President, Executive Director, Special Education Director or designee pertaining to questions arising out of the general operation of the Schools. Last year, our member clients received an average of 9.4 free hours of telephone consultation. That is a \$1,551 value in telephone calls alone! Call us whenever the Schools have a question or concern about general school law matters or special education law. As a retainer client, the Schools have exclusive access to a toll-free telephone number for calls to the law firm. Before making decisions with legal consequences, call our office toll-free at (800) 771-6864 to speak with a Walsh Anderson attorney.

2. **FREE SUBSCRIPTION TO FIRM PUBLICATION:** As a member of the Retainer Program, the Schools receive a free subscription to our newsletter "School Law with Walsh Anderson New Mexico", which provides timely reminders and practical suggestions about general education law issues arising throughout the school year and addresses legal issues specific to the special needs of students with disabilities.

3. **E-MAIL UPDATES:** As another benefit of the Retainer Program, Walsh Anderson sends periodic e-mail updates to you (and to any other Schools personnel or Council

Members you designate) to help keep the Schools 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 Schools. Please review the attached list of e-mail addresses you previously provided to us and update the list if necessary.

I am pleased that the Schools have been a member of our New Mexico Legal Services Retainer Program. I hope the Schools will continue with its membership. We look forward to receiving your updated e-mail list and signed contract. Please note that the enclosed New Mexico Legal Services Retainer Agreement must be signed by an authorized Council Member 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 Schools.

The law firm's retainer programs are designed to provide the Schools 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. As always, please call me with any questions, comments, or suggestions about how we can better serve the Schools. My toll-free number is (800) 771-6864.

Sincerely,



Elena M. Gallegos

EMG/mk
Enclosures

cc: Mr. Craig Ford, Board President
Mrs. Julie Hinojosa, Director of Special Education
(w/o billing statement
or E-mail Update Form)

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**BENEFITS OF THE WALSH ANDERSON RETAINER PROGRAM FOR
NEW MEXICO SCHOOLS**

- 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 any designee pertaining to questions arising out of the general operation of the District. Last year, our member clients received an average of 8 free hours of telephone consultation. That is a \$1,300 value in telephone calls alone!

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, use our exclusive toll-free number to reach any Walsh Anderson attorney:

- Albuquerque (800) 771-6864
- Austin (800) 252-3405

- 2. FREE SUBSCRIPTIONS TO FIRM PUBLICATIONS:** Membership in the Walsh Anderson Retainer Program also entitles the District to receive a free subscription to our firm newsletter:

- (1) the informative bi-monthly newsletter "*School Law with Walsh Anderson New Mexico*" that provides timely reminders and practical suggestions about both general education law issues and special education issues arising throughout the school year

- 3. 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, averaging more than one per month, address a broad range of timely topics and are designed to keep you informed and better prepared in your work for the District.

Don't let your District personnel miss our next update!

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NEW MEXICO PUBLIC SCHOOLS LEGAL SERVICES
FEE SCHEDULE

For retainer program clients

An annual retainer fee of \$1,000 plus applicable gross receipts tax is billed each year on the anniversary of the Client joining the program.

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

An hourly rate of \$180 for attorneys 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 rates shown above, plus expenses and applicable gross receipts taxes. A new file is set up so that the billings show legal fees attributable to that particular matter.

For non-retainer program clients

No annual fee is required.

An hourly rate of \$180 for attorneys 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.