



**NEW**

► **POLICY BY DESIGN**

NYSSBA now offers a policy service that allows you to design your own package to suit your district's needs. Here are examples of what we can do for you:

- Review and update a particular section of the manual
- Complete a compliance review of the full manual to ensure it meets legal requirements
- Re-number the manual to conform to NYSSBA's codification system
- Carry out a topical review to ensure your district's code of conduct is up-to-date, complies with the Dignity Act and contains all the required components
- And more – we will work with you to match your policy needs!

**Member Rate:** Determined by the scope of the project.

NYSSBA Policy Services offers other fee-based services including workshops and presentations on timely topics such as bullying and cyberbullying, school safety, and special education.

# Policy Services

**For additional information, contact:**

NYSSBA at 1-800-342-3360 or via email at [info@nyssba.org](mailto:info@nyssba.org).

**Policy is your school board's single most important function.**



## Policy Services

A POWERFUL TOOL FOR EFFECTIVE SCHOOL GOVERNANCE



24 Century Hill Drive, Suite 200  
Latham, NY 12110-2125  
518.783.0200 • 800.342.3360  
Fax: 518.783.0211  
[www.nyssba.org](http://www.nyssba.org)



# Policy Services

The New York State School Boards Association (NYSSBA) can help your district develop policies that promote effective governance, efficient administration and – most importantly – educational excellence. NYSSBA Policy Services enable your board to:

- Govern the district
- Guide your administration, staff, students and community
- Ensure accountability, consistency and fairness
- Communicate guidelines



NYSSBA membership lets you receive at no charge:

- Sample policies
- Expert guidance
- Internet resources at [www.nyssba.org](http://www.nyssba.org)

## ► THE ESSENTIAL POLICY MANUAL

An expert NYSSBA policy consultant will work with your district to develop a concise policy manual tailored to reflect your board's goals and priorities. NYSSBA will:

- Review your district's existing policy materials
- Meet with your district's governance team
- Prepare a draft with required policies, NYSSBA-recommended policies and local policies

Your new Essential Policy Manual will be streamlined, up-to-date, well organized and customized to your district's specific needs.

**Member Rate:** \$9,500 (payable over two budget years)

## ► E-POLICY

NYSSBA will convert your current policy manual into a powerful online format that can be instantly accessed. Your E-Policy manual will be:

- Searchable using key words/phrases
- Hyperlinked to legal citations and cross-referenced policies
- Printer-friendly – you can print policies and forms
- Hosted on secure off-site servers and accessible 24/7

E-Policy allows you to make unlimited policy revisions, within 48 hours of your request.

**Added bonus!** With E-Policy, your district can look at more than 60 other E-Policy districts' policies. This feature is password protected and not available to the general public.

**Member Rate:** \$3,200 initial startup;  
\$2,350 annual maintenance



## ► POLICY UPDATE

NYSSBA will help keep your policy manual up-to-date with the latest policies, regulations and exhibits. NYSSBA will:

- Email new and/or revised policies quarterly
- Advise your district on policy issues as they emerge
- Review district-initiated draft policies as requested and provide edits and comments, as appropriate

NYSSBA monitors key changes in law and regulations – at both the state and federal level – that impact policy. Save your district time and money and keep your policy manual current with Policy Update.

**Member Rate:** \$850 annually

## ► THE COMPLETE POLICY PACKAGE

NYSSBA offers all three of our essential policy services at a special package price – offering significant savings – to your district. You'll receive:

- The Essential Policy Manual
- E-Policy
- Policy Update (during the course of the project)

**Member Rate:** \$12,500

NYSSBA will help keep your district in compliance with new federal and state laws or regulations through this comprehensive package.