

## Policy Services

The policies established by local boards of education serve as a management tool of the local school district. In order that the board's intent and direction are followed, board policies are identified, codified and kept centrally organized, such as in a policy manual.

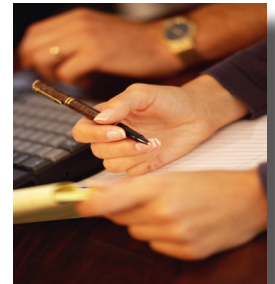
GSBA, through its Policy Services Program, assists local school boards and system staff in policy development through a number of services and activities. Services available to school systems are:

### Policy Manual Revision (\$12,500)

This custom service brings a school system's manual in conformance with current laws and regulations. The review will also include recommended policies for effective governance. Using the GSBA codification system helps districts to search easily through other policy manuals. As a part of this revision service GSBA also offers the opportunity to publish the school system's policy manual to the Internet with custom search capabilities.

*Policy Manual Revision Update* - If GSBA has done a full manual revision for you in the last five years, you have two money-saving options:

1. We will check your policy manual for the policies listed in your chart of "Required Policies and Others To Be Considered" to ensure you are up to date in these crucial areas (\$6,000)
  - Receive notification of any policies that need revising
  - Receive recommendations on what revisions need to be made to bring your policy manual up-to-date
  - Be assured that these policies in your manual are in line with current legislation and state board rules and regulations.
2. In addition to the analysis listed in Option 1, GSBA will review the content of any policies that have been added since we completed your manual revision. We will make recommendations as needed to ensure that the added policies are in line with current legislation and state board rules and regulations. (\$8,500)



### Policy Maintenance Service

GSBA's Policy Maintenance Service assists districts with the demanding task of managing its policy manual.

*Policy Maintenance Service* (\$2,250 per year)

- Policy Update Newsletter (quarterly)
- Policy Alert Email (monthly)
- Monthly review of board minutes, upon receipt from district, to verify policy changes made to manual
- Ongoing policy consultation
- Content review of policies by GSBA policy analysts prior to adoption

Let GSBA save your district time, money and headache by maintaining and uploading your policies. Simply send GSBA the policies you are working on and we will format them for you and place them in ePolicy for you.

*Enhanced Policy Maintenance Service* (\$3,500 per year)

- In addition to the services above, GSBA will format and upload policies.

### Sample Policy Information

Sample policies serve as a framework for school districts to use in writing their individual policies. These sample policies are offered as part of our Policy Update Newsletter.

Contact Sandy Vanags, GSBA Policy Coordinator, for information about these policy services.