

# POLICY SERVICES MEMBERSHIP TIERS

**Tier 5: [Employee or Student Handbooks](#)<sup>2</sup>**

\$500 each

**Districts are responsible for maintaining the handbook**

**AND/OR**

**Tier 4: [Online Policy Manual](#)<sup>2</sup>**

Upload Fee: \$300 for Required Template **OR** \$1000 for Total Template  
Annual Policy Maintenance Service and Access Fee based on [enrollment](#)

**These fees do not apply to current Customized Maintenance members**

**Tier 3: [Review Service](#)<sup>2</sup>**

Based on the volume of policies needing review

**Districts must complete the adoption process for all their policies prior to NDSBA reviewing  
This service is available for Required and Total Template members**

**Tier 2: [Total Template Manual](#)<sup>2</sup>**

\$4500 for new members **OR** \$3700 for existing Required Template members  
\$500 annually for access to policy updates

- Online access to Policy Ponderings
- Flashdrive of all NDSBA policies
- Two policy reviews per year [upon request](#)

**Districts maintain their own policies under this program**

**OR**

**Tier 2: [Required Template Manual](#)<sup>2</sup>**

\$800 and \$150 annually for access to policy updates

- Online access to Policy Ponderings
- Flashdrive of all required and AdvancEd accreditation policies
- Ten sample recommended or supplementary policies per year [upon request](#)<sup>3</sup>
- Two policy reviews per year [upon request](#)

**Districts maintain their own policies under this program**

**Tier 1: [Basic Membership](#)<sup>1</sup>**

\$250 annually

- Online access to Policy Ponderings
- Ten sample policies per year [upon request](#)<sup>3</sup>
- Two policy reviews per year [upon request](#)

<sup>1</sup>THE DISTRICT OR SPECIAL EDUCATION UNIT MUST BE A NDSBA MEMBER TO BECOME A POLICY SERVICES MEMBER

<sup>2</sup>THE DISTRICT OR SPECIAL EDUCATION UNIT MUST BE A MEMBER OF THE PREVIOUS TIER TO ACCESS ADDITIONAL TIERS

<sup>3</sup>ADDITIONAL POLICIES ARE AVAILABLE UPON REQUEST FOR A NOMINAL FEE

# 2016-17

## Policy Services Membership



For \$250 annually, your district will receive online access to Policy Ponderings. This monthly newsletter features the latest policy news and sample policies developed by NDSBA and reviewed by NDSBA legal counsel. As part of this fee, your district also may request up to 10 sample policies from NDSBA's list of over 500 policies, receive up to 2 policy reviews per year, and receive policy consultation via phone or email. Membership begins July 1, 2016, and ends June 30, 2017.

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### Membership Information

District Name:

District Address:

District's Contact Name\*:

Contact's Title:

Contact's Email Address:

\*The contact designated above will receive Policy Ponderings email alerts, a username and password to log into Policy Ponderings, and any additional correspondence issued by Policy Services electronically or via mail.

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### Policy Email List

If additional district staff and/or board members wish to receive Policy Ponderings email alerts, please include their contact information below (use the back of the form if necessary).

Name:

Email Address:

Name:

Email Address:

Name:

Email Address:

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### Payment Details

Please enclose a check to NDSBA in the amount of **\$250** and return this form to:  
NDSBA Policy Services, PO Box 7128, Bismarck, ND 58507-7128

# 2016-17

## Policy Services Membership



### Policy Email List (cont.)

Name:

Email Address:

Name:

Email Address:

Name:

Email Address:

Name:

Email Address:

Name:

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Name:

Email Address:

Name:

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Name:

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