

# 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: \$500 for Required Template **OR** \$1000 for Total Template Annual Policy Maintenance Service and Access Fee based on [enrollment](#)

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

Based on the volume of policies needing review

**This service is available to Required and Total Template members**

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

\$4500 for new members **OR** \$3700 for existing Required Template Manual 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 plus \$150 annually for access to policy updates

- Online access to Policy Ponderings
- Flashdrive of all required and Cognia (formerly AdvancED) recommended 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/CAREER AND TECHNICAL EDUCATION CENTER MUST BE AN NDSBA MEMBER TO BECOME A POLICY SERVICES MEMBER

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

<sup>3</sup>TEMPLATES REQUESTS IN ADDITION TO THE TEN ARE AVAILABLE UPON REQUEST FOR A NOMINAL FEE