

# NCSBA Policy Services

## Membership Policy Services

NCSBA policy services are designed to provide your school board with the resources it needs to maintain a legally compliant policy manual to govern your school system. Our legal/policy staff is available to discuss policy-related issues and provide sample board policies on various topics.

This service is free to NCSBA members.

## Policies to Lead the Schools (PLS)

PLS is NCSBA's web-based policy manual.

**One-Time Fee: \$3,500**

Continued access requires an annual PLS Update subscription

## PLS Update Service

The PLS Update Service is an annual subscription designed to keep board policies up to date. Subscribers receive periodic updates with:

- new policies as they are developed by NCSBA to address current issues
- updates to existing policies to reflect changes to law, agency guidance, and best practices
- a description of the reasons and applicable law behind required or recommended policy changes

**PLS Update Fee: \$2,500**

## Webhosting Service

NCSBA's webhosting service is an easy, economical way for boards to provide 24/7 policy manual access. This service allows local boards to:

- distribute the board policy manual to all stakeholders in a user-friendly electronic medium
- update the manual as soon as a policy is adopted, revised, or repealed
- reduce the workload of the central office staff

**Initial Development Fee: \$1,250**

**Webhosting Fee: \$3,650**

**For more information, contact Madison Gauden:**

**[mgaulden@ncsba.org](mailto:mgaulden@ncsba.org), 919-747-6713**

# Custom Policy Manual Services

## Update Evaluation

NCSBA staff will review a PLS-based board policy manual and provide an analysis, including the revision dates of the board's policies compared to those of the PLS policies, to determine the amount of updating the board's manual requires.

**One-Time Fee:** \$2,700

## Policy Manual Update Project

NCSBA staff will work with the board to revise a PLS-based board policy manual in accordance with the board's Update Evaluation.

**Fee:** Varies based on the amount of updating needed

## Customized Manual Project

NCSBA staff will work with the board to develop a PLS-based board policy manual customized to reflect the board's goals and practices.

**One-Time Fee:** \$29,900  
Split into three payments.

## Custom Updates

Following completion of a customized manual project or a manual update project, NCSBA staff will continue to handle the revision work needed to keep the policies up to date.

**Annual Fee:** \$6,900

**Select Services:** NCSBA is happy to tailor policy services to meet individual school system needs. Contact us to discuss how we can help.

## Legal/Policy Staff

Kendra Hill, Legal Counsel/Director of Policy  
Justice Warren, Assistant Legal Counsel  
Sam Thorp, Assistant Legal Counsel for Supt. Searches  
Kathy Boyd, Senior Staff Attorney  
McKenna Osborn, Senior Staff Attorney  
Christine Scheef, Senior Staff Attorney

Nancy F. Black, Staff Attorney  
Kaitlin Autrey, Staff Attorney  
Adam Miller, Staff Attorney  
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