

Multi-BOCES Labor Relations & Policy Office
Policy Services
2023 – 2024

Board Policy is a statement that establishes the standards or objectives to be attained by the district. Policies set standards of conduct that may be used by courts to measure district conduct. Well-crafted policy statements can reduce exposure to legal liability, and outdated policies can sometimes increase the risk of legal liability.

Our office prepares template policies on the core subjects that should be covered in a policy manual. We continually monitor changes in statutes and regulations, court decisions, and published Comptroller audits to identify needed updates.

We offer two levels of Policy service, as described below. The two levels of service differ primarily in the number of policies that receive a thorough review each year. Both levels of service include these support services:

- Periodic update bulletins describing changes made advisable by new laws or administrative decisions.
- Create and maintain a PDF-based, text searchable and printable On-Line Policy Manual; linked to your district's website (password-only access to your On-Line Policy Manual, if desired).
- Physical copies of your Policy Manual (e.g., for new Board members or administrators).
- Maintain a historical record of archived policies.
- Incorporate District - initiated changes into your policy manual.
- Provide policy samples from other school districts as requested.
- Provide expert guidance with ongoing consultation.

Level 1
Board Policy Service
(COSER 603.019)

We will work with your district/BOCES to provide an in-depth review of up to **ten (10)** policies, and their related regulations and forms.

- This review is in addition to policy revisions your Board elects to make based on the Updates sent from our office.

Service Fee: \$7,210

Level 2
Board Policy Service
(COSER 603.030)

We will work with your district/BOCES to develop a schedule to review and update approximately **one-third** of the policies in your current manual and their related regulations and forms. Most districts/BOCES have in the neighborhood of 300 policies, so this represents an audit of approximately **one-hundred (100)** policies.

- We will meet with board members and administrators periodically, upon request, to answer any policy related questions.

Service Fee: \$10,448

-click for web access-

[Madison-Oneida BOCES Labor Relations & Policy Office](#)

4937 Spring Road, Verona N.Y. 13478
Telephone: 315-361-5522