

Is it time to review your policy manual?

It's not the job of the board to run the district, but to ensure that it's well run. A well-crafted and current policy manual that communicates the board's vision can be an indispensable tool to make that happen.

The New Jersey School Boards Association now offers its members an affordable policy manual writing service. When you hire one of our trained and supervised policy-writing consultants, NJSBA's experienced policy staff will guide the development of a policy manual that suits your district's needs.

Your new policy manual will:

- **Reflect the philosophy of the board**
- **Ensure that your policies meet legal requirements**
- **Include essential policies that allow your board to adequately govern your district**
- **Give your employees, students, parents and the public guidance about what is acceptable in the classroom and on campus**

A policy manual should be assessed each year. If the Berlin Wall was still standing the last time yours was reviewed, it's time to contact NJSBA for a complimentary wellness check! Policy staff will assess your manual and recommend steps to take for getting it up to maximum effectiveness.

NJSBA's Policy Writing Service is \$15,000 and is invaluable in the direction it will provide your board.

For more information or to get started, contact

Steven McGettigan at
(609) 278-5265 or smcgettigan@njsba.org.

