

BOARD POLICIES

Currently, the WLCSC has a contract with NEOLA who licenses certain modified versions of the Templates for Board Bylaws and Policies, which are referred to as Board Adopted Editions of the Bylaws and Policies, and modified versions of the Templates for Administrative Guidelines and Forms, which are referred to as Corporation Approved Editions of the Administrative Guidelines and Forms.

NEOLA also provides, through an Update Service, certain modified versions of the Templates for Updates, and upon adoption or approval, licenses revisions that supplement or replace portions of the Board Adopted Editions of Bylaws and Policies or Corporation Approved Editions of Administrative Guidelines and Forms. NEOLA also offers an Electronic Publishing Service whereby licensed materials are posted and maintained on the internet by NEOLA for the Corporation.

The following outlines the fees incurred by NEOLA:

NEOLA

*Complete Administrative Guidelines/Contract \$10,000.00

*Conversion to Electronic Program (paid in two installments of \$2,700.00) totaling \$5,400.00

*We've paid NEOLA the following since July 3, 2021:

- 7.3.21 - \$1295.00 (Board Policies)
- 8.1.21 - \$750.00 (Annual Maintenance Fee)
- 12.1.21 - \$1295.00 (Board Policies)
- 6.1.22 - \$1295.00 (Board Policies)
- 8.1.22 - \$750.00 (Digital Maintenance Fee)
- 12.1.22 - \$1295.00 (Board Policies)

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ATTORNEYS AT LAW

CCHA Policy Project Introduction

Focus of policy system:

- Legally mandated
- High-risk policies/likely to be sued on
- Remove duplication
- Condense policies
- Place details in Administrative Guidelines

Policy system layout:

- This format to be established by Board Resolution:
 - A. Basic Commitments
 - B. School Board Governance
 - C. Students
 - D. Administration and Personnel
 - E. Instruction
 - F. Fiscal Management
 - G. Operations and Facilities
 - H. H. Community Relations

Policy development process:

- Board presented with specific number of new policies each month
- Speed of project depends on the Board's preference
- After monthly process is completed, Board receives updates at least twice annually on new/revised policy suggestions arising from legislative and/or regulatory changes:
 - Spring — following adjournment of the Indiana General Assembly session.
 - Fall — following publication of Federal law/regulation changes.
 - Other times throughout the year when an agency (IDOE, OCR, USDA, etc.) issues regulations or guidance giving rise to a policy revision requirement.

CCHA offers the policy review project via two payment options:

- Flat fee of \$16,000 (paid in full or in 2 payments)
- Hourly basis (project on hourly basis fee)

Maintenance Fee:

- Estimated \$2000/annually (done on an hourly basis and will fluctuate based on policy requirements and legislative mandates)
- Includes spring and fall policy updates
- Interim changes

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