

## Key Components of the Vermont Education Policy Service

The Vermont Education Policy Service (VEPS) provides five distinct levels of assistance to Vermont school boards and administrators.

- 1. Model Policies and Basic Policy Consultation** is available to school boards as part of basic VSBA membership. The VEPS makes available regularly updated “Model Policies” which districts should use for guidance in revising policy manuals. VEPS assures that model policies are kept current with changes in federal and state law and regulation and notifies member districts of changes that are needed. Districts can ask for guidance on policy interpretation questions and general policy manual development. Inquiries can be generated by either school superintendents or school board members. **The cost for this service is included as part of the VSBA annual membership.**
- 2. Policy Review** is conducted by VSBA staff and includes a diagnostic scan of your SU/SD's policy manual in order to: determine what the strengths and weaknesses are, explain what is needed to bring it into compliance, and design a recommended course of action for the district's policy committee. The VSBA staff will come to one-two meetings of your policy committee, review the results of the diagnostic scan, and discuss next steps/recommended course of action. **Please see the VSBA's annual Service Brochure for details and cost.**
- 3. Policy Development/Plan Implementation** includes collaborative work between the VSBA staff and the policy committee to implement the course of action, including: drafting proposed policies, meeting with the committee to guide and inform decision-making on specific policies, and laying the foundation for an effective policy process that will ensure the manual is maintained in a timely and effective manner. **The cost for this service will be negotiated based on the scope of the work needed.**
- 4. Other Specialized Services** are available to assist SU/SDs respond to the volatile world of school governance changes. VEPS is prepared to assist SU/SDs in modifying policy structure as needed. A few examples of situations that may prompt a need for policy assistance are:
  1. The districts of a supervisory union decide to create a single, consistent policy manual
  2. Districts are merging to create a Regional Education District and new policies need to be adopted with a single manual
  3. Services are being centralized, requiring additional policy work at the supervisory union level

**Some of these services may fall under a Policy Review. This work would be treated as a customized service with a specially negotiated price.**

### **5. Five-Year Review**

School Districts must ensure that policy is regularly reviewed and updated and that it is being implemented through procedures or in practice. VEPS can provide a policy review (recommended to be reviewed every five years) to provide general feedback to the district or SU on the state of policy in the district or SU. **This service is similar to those outlined in #2 and would be billed as a policy review.**

*This policy service is brought to you by  
The Vermont School Boards Association and the Vermont School Boards Insurance Trust  
**Please contact our office for more information***