



SSDA Board Policy Program FAQs

A streamlined board policy solution designed specifically for California's small and rural school districts.

General Program Information

What is the SSDA Board Policy Program?

The SSDA Board Policy Program is a board policy service designed specifically for small and rural California school districts. The program provides a set of approximately 80 legally reviewed, maintained board policies written in clear, accessible language and aligned with state and federal laws.

What is included in the program?

The program includes:

- 80 board policies **required** by law and **necessary** for district operations
- Quarterly policy updates, February, May, August & November
- Redline versions showing policy changes
- Digital policy hosting on SSDA's website
- A dedicated policy page for each participating district
- Support from SSDA and legal counsel

What is the cost of the program?

The Board Policy Program includes:

- **\$800 one-time setup fee**
- **\$2,500 annual subscription fee**

The annual fee includes policy updates, hosting, maintenance, and ongoing support.

How does the SSDA Board Policy Program compare to other policy services?

Feature	SSDA Board Policy Program	Traditional Comprehensive Policy Services
Policies Included	Policies required by law and necessary for district operations	Required and optional policy libraries
Writing Style	Clear, plain language	Often more legal and technical
Policy Philosophy	Streamlined and practical	Comprehensive and expansive
Number of Policies	Focused on a policy set of 80	Typically, much larger policy collections
Cost	\$800 setup fee and \$2,500 annual fee	Varies by provider
Updates	Quarterly updates with redline changes	Varies by provider
Hosting	Included	Varies by provider
Local Policies	Districts may add their own	Varies by provider
Designed For	Small and rural California districts	Districts of all sizes

Why did SSDA create its own Board Policy Program?

SSDA created this program because small and rural districts often need a simpler, more affordable approach to board policies. The program focuses on policies required by law and necessary for district operations, written in clear language and maintained through regular legal review.

Can we switch from another board policy provider?

Yes. Districts may transition from another board policy provider at any time.

Why does SSDA have fewer board policies than other providers?

SSDA's policy service is intentionally focused on the policies that school districts are required to adopt or that are essential for effective governance and legal compliance.

Policies and Updates

How often will SSDA update the board policies?

SSDA updates board policies four times each year:

- February
- May
- August
- November

Will SSDA update policies when laws change?

Yes. SSDA along with Capitol Advisors monitor changes in state and federal law and incorporate necessary revisions through its quarterly update process with Kingsley Bogard to help districts remain current and compliant.

Will the policies include redline versions?

Yes. Each quarterly update includes redline changes so districts can easily identify revisions and updates.

What law firm reviews the policies?

The SSDA Board Policy Program is reviewed and vetted by **Kingsley Bogard LLP**, a California law firm with extensive experience representing educational agencies throughout California.

Are the policies legally compliant?

Yes. The SSDA Board Policy Program is reviewed by Kingsley Bogard LLP to help ensure policies comply with current California and federal legal requirements at the time they are issued.

District Policies

Can districts add policies?

Yes. Districts may add local policies alongside the SSDA policy set to address unique local needs while benefiting from the legally reviewed and maintained SSDA policy set.

Before creating a new board policy, districts should consider whether the topic requires board policy adoption or would be better addressed through administrative procedures, handbooks, or other local guidance.

Can SSDA customize policies for each individual district?

No. To maintain consistency and legal integrity across the program, SSDA does not customize the core policy set for individual districts.

Can districts get legal help with local policies?

Yes. Participating districts may work directly with SSDA's legal partners, *Kingsley Bogard*, for assistance drafting or reviewing local policies at a discounted rate.

Adoption and Hosting

Does the board need to formally adopt the SSDA policy set?

Yes. The governing board should formally adopt the SSDA policy set. SSDA will provide a sample adoption resolution, policy index, and disclaimer with the policy package to support the adoption process.

Where will the policies be hosted?

Each participating district will receive a dedicated board policy page hosted on SSDA's website.

Will districts be able to link the policy page from their own website?

Yes. SSDA will provide a direct link that districts may place on their website for easy public access.

Why are policies hosted on SSDA's website?

Centralized hosting allows SSDA to efficiently maintain policies, distribute updates, provide current versions, and ensure participating districts have access to the most recent legally reviewed policy language.

Are the policies open source?

No. SSDA maintains the policy set to ensure version control, consistency, and legal accuracy across participating districts.

Is there a release of liability because SSDA creates the policies?

No. As with any board policy provider, responsibility for adopting and implementing policies remains with the local governing board. However, all SSDA policies are reviewed by legal counsel to help ensure compliance with current law and best practices.

How can we search the board policies?

Use the ***Board Policy Chatbot*** created especially for your webpage. Simply type a question, keyword, or topic, and the chatbot will search the Board Policy Packet to find relevant policies and information.

Getting Started

What does the district need to provide?

To get started, each district should:

- Be a member of SSDA
- Complete the registration and submit payment
- Upload to your membership portal in the space provided.
 - District mission
 - District vision statement
 - High-resolution district logo

How should districts submit their mission, vision, and logo?

Districts should log into their Member Compass account and upload the requested materials in the designated section of the portal.

How long does implementation take?

Most districts can have their policy page established within a few weeks of payment, and submission of the required items listed above.

Who should districts contact with questions?

For questions regarding the Board Policy Program, please contact: ***staff@ssda.org***