



**GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: December 10, 2024

TITLE: Adoption of New Policy System: Chapter 4

BACKGROUND: Amphitheater Public Schools, like most school districts across the state has subscribed to a policy system for the development, maintenance and recording of Governing Board policies and administrative regulations. For the past three decades, the District subscribed to the service provided by the Arizona School Boards Association (ASBA) and the National School Boards Association.

In the early spring of this year, the Governing Board provided direction that the District move to a new policy system provided by the Arizona School Risk Retention Trust (the Trust), which is the entity providing liability and other insurance coverages to school districts throughout the state, including Amphitheater. The new policy system is developed by attorneys with expertise in Arizona school law and offers many significant benefits, including a much lower cost to the District and a more timely receipt of newly required policies and procedures.

The administration has been pursuing the conversion process, whereby existing policies under the ASBA system are correlated with those available under the new Trust system. Because many of the ASBA policies are copyrighted, the conversion cannot be as simple as a “cut and paste” of all content from one system into the other. Instead, the transfer process has been painstaking, given the sheer number of policies and regulations, let alone the detailed language contained in most policies.

The Governing Board has previously adopted Chapters 1, 2 and 3 of the new policy system following the conversion work. And a few weeks ago, the entirety of Chapter 4, in draft form, was sent to the Board for advance review. Chapter 4 was arguably the most time consuming of the conversion policy bodies, because much of the former personnel related policies (of which Chapter 4 is mostly composed) were customized policies, often derived from the Meet and Confer policy process.

Chapter 4 is attached and presented for adoption as one body of policy related documents. These attached documents contain both policy and regulation documents. Only the former require Governing Board approval, but the entire system (to include regulation and exhibit documents) is presented so that the Board has a complete picture of the system.

Following the Governing Board’s adoption, the District Administration will work with the Trust’s policy services personnel to conduct further reconciliation of the combined Trust system documents with the incorporated and original Amphitheater policy documents. Following that process, further action by the Board to finalize policy language may be necessary. Board action is required for the final adoption of Chapter 5 – in January.

The timeline necessitated by wholesale replacement of the District’s policy system does not lend itself to a more exacting, policy-by-policy review and adoption process. The termination of the

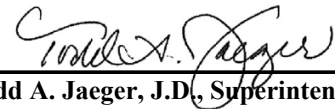
contractual policy relationship with ASBA creates an urgency for conversion due to copyright issues, as well as our current inability to publish our policies online for easy access by the public and staff.

Therefore, the Administration is proposing adoption of Chapter 4 in one meeting so that the policies can be published as soon as possible and because the vast majority of this chapter is the very same language as before.

RECOMMENDATION: The Superintendent recommends adoption of the presented Chapter 4 of the Trust's policy system, as customized, modified and refined by the Administration and The Trust for Amphitheater purposes.

INITIATED BY:

Date: December 4, 2024



Todd A. Jaeger, J.D., Superintendent