

From Idea to District Policy:

**The Long and
Winding Road
Webinar**



Governmental Relations and Policy Services



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The Legislative Process



**Introduction
/First Read**



Committee



**Caucus/
Committee
of the Whole**



**3rd Read/
Final Vote**

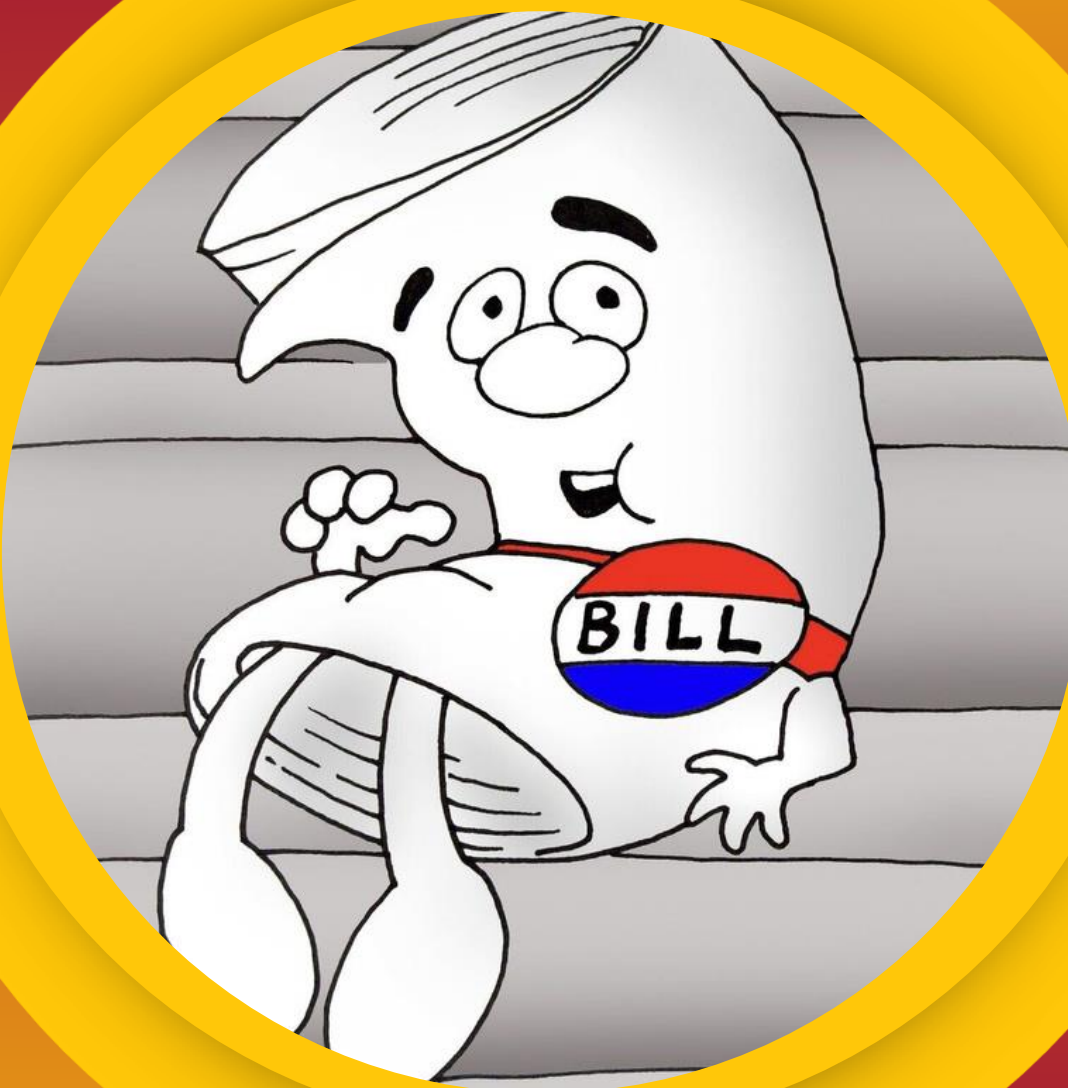


**Governor's
Signature**





I'm Just a Bill...



House Engrossed

classroom instruction; posting requirements

State of Arizona
House of Representatives
Fifty-sixth Legislature
First Regular Session
2023

HOUSE BILL 2533

AN ACT

AMENDING SECTION 15-102, ARIZONA REVISED STATUTES; AMENDING TITLE 15, CHAPTER 1, ARTICLE 8, ARIZONA REVISED STATUTES, BY ADDING SECTION 15-189.08; RELATING TO CLASSROOM INSTRUCTION.

(TEXT OF BILL BEGINS ON NEXT PAGE)

Examine the Provisions



Course of Study Posting

Each school district shall post an electronic copy of each educational course of study offered by each school in the school district.



Supplemental Materials & Lesson Plans

A list of all learning materials, including the source of all supplemental learning materials, that are being used by each school in the school district.

Each lesson plan that is being used or implemented in each school in the school district.

Impact Considerations



Staff Time/Management

- How much time will it take staff to comply with this requirement, and what will they be unable to do as a result of doing this?
- Whose responsibility is it to make sure all of this gets done?
- What happens if things get missed?

Definitions

- What does “Course of study” mean? It’s undefined in this context.
- What falls within the definition of “supplemental materials”? Every resource a teacher might use?
- How detailed do lesson plans have to be? What if they are not created for every lesson?

Consistency w/ Existing Statute

Currently, Governing Boards must approve the curriculum, textbooks, and any supplemental books. What impacts for compliance and enforcement would this have on your current policy documents?

What is “Educational Course of Study?”



“The term ‘**Course of Study**’ refers to an integrated course prepared for academic studies. It is a **series of courses** that **every student should complete before they progress to the next level of education**. A typical course of study in high school involves classes in the core subject area.”

<https://www.merriamwebster.com/dictionary/course%20of%20study#:~:text=noun%20phrase,%3A%20curriculum>

Defining “Learning Materials”



The primary role of learning materials is to provide the content (learning content) in a certain form (textual, auditory, visual or a mix of these forms).

Learning materials can make use of sources that, viewed in isolation, are not primarily intended to serve as learning materials, but which, placed in a (learning) context, may have that function.

Dr. Robert Schuwer
Professor, Fontys University, Netherlands



POLICY



- SECTION A - FOUNDATIONS AND BASIC COMMITMENTS
- SECTION B - SCHOOL BOARD GOVERNANCE AND OPERATIONS
- SECTION C - GENERAL SCHOOL ADMINISTRATION
- SECTION D - FISCAL MANAGEMENT
- SECTION E - SUPPORT SERVICES
- SECTION F - FACILITIES DEVELOPMENT
- SECTION G - PERSONNEL
- SECTION H - MEET AND CONFER
- SECTION I - INSTRUCTIONAL PROGRAM
- SECTION J - STUDENTS
- SECTION K - SCHOOL - COMMUNITY RELATIONS
- SECTION L - EDUCATION AGENCY RELATIONS

"Tell me, I forget; show me, I remember; involve me, I understand."





Policy Activity

<https://policy.azsba.org/asba/browse/allmanuals/welcome/root>

t



Scan me



Access PolicyBridge via QR Code;



You do NOT need to log in;



Click on the blue TOC tab;



Enlarge the screen & click on the rotating triangle in front of your District;



Locate Section I & the documents within each section.

Policy Services Messaging



ASBA Policy Services Policy Advisory

Policy Advisory 863-865

Summary:

Exhibit BAA-EB required a minor edit to enable those Districts who chose the updated self-evaluation tool to access the request form; Policies IHA and JLIF were revised to comply with statutory updates.

[Click here for Policy Advisory 863-865](#)

Ask for Dr. Charlotte Patterson, Policy Analyst; Lynne Bondi, Policy Analyst; or Renae Watson, Policy Technical Assistant. Our e-mail addresses are, respectively, [cpatterson@azsba.org], [lbondi@azsba.org], and [rwatson@azsba.org]. You may also fax information to (602) 254-1177.



ASBA Policy Services Policy Advisory

Section C Revision

The policy documents contained in the **Comparison Document/Policy Advisory** linked below have either been removed, added due to recodification, merged with policy documents containing similar topics, or revised (see Discussions in the Comparison Document/Policy Advisory for specific information regarding each document).

Documents **not** listed in the **Comparison Document/Policy Advisory** linked below from Section C **did not change**.

The **Clean Copy Document** linked below provides the **revised Section C** in its entirety.

Links to access documents:

[Comparison Document/Policy Advisory](#)
[Clean Copy Document](#)

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Policy Advisory Discussion and Policy

Summary

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Policy Advisory Discussion

Policy Advisory No. 863

Exhibit BAA-EB — Evaluation of School Board / Board Self-Evaluation (Update of PA 820, March 2025)

Due to ASBA's recent website migration, the link to access the request form to receive the electronic Board Self-Evaluation Tool required an update. Therefore, the link and instructions to access the request form have been updated as follows: To request access to the "Electronic Survey/Board Self-Evaluation Tool," click here: <https://azsba.org/> and select **Contact Us** (under the dropdown menu for Special Request select **Request Evaluation Form**). This Electronic Survey/Board Self-Evaluation Tool is complimentary, provides a tabulation of results, and creates a comprehensive report.

Policy Advisory No. 864

Policy IHA — Basic Instructional Program

Policy IHA has been revised to reflect the emergency measure, approved by the governor in March of 2025, that amended A.R.S. 15-710.02 regarding 9/11 Education Day by specifying relevant grade levels.

Policy Advisory No. 865

Policy JLIF — Sex Offender Notification

Policy JLIF has been revised to include revisions to A.R.S. 13-3825 including the addition of Level One offender information and an additional notification requirement.

Observance Days

September 11, in each year shall be observed as 9/11 Education Day. On 9/11 Education Day, each public school that provides instruction to students in any of grades seven (7) through twelve (12) shall provide dedicate a portion of the school day to age-appropriate education instruction to students in each of grades seven (7) through twelve (12) on the terrorist attacks of September 11, 2001.

JLIF ©

SEX OFFENDER NOTIFICATION (Sex Offender and Dangerous Juvenile Offender Notification and Protective Measures)

Arizona statutes require law enforcement agencies to provide notification to the District regarding certain registered sex offenders and require courts to notify the District regarding juveniles adjudicated delinquent for "dangerous offenses" or certain sex offenses.

A. Arizona Revised Statutes (A.R.S.) 13-3825 and 13-3826 require the local law enforcement agency to notify the community, including area schools, of the presence of a registered sex offender in the community when the offender has been determined by the agency to be a "level one" offender who has been convicted of a dangerous crime against children as defined in Section 13-705, a "level two" offender (medium risk), or a "level three" (high risk) offender. The child's school must be notified if the offender has legal custody of a child.



Policy Advisory and Clean Copy documents

CFD © SCHOOL - BASED MANAGEMENT

(School Councils)

Establishment

A school council shall be established at each school. The Governing Board may delegate to a school council the responsibility to ~~develop~~ provide input for a curriculum and may delegate any additional powers that are reasonably necessary to accomplish decentralization.

~~The Board authorizes the establishment of a school council at each school site. The school council shall follow regulations promulgated by the Board. The authority extended to the school council(s) is to design curricular and instructional strategy/design models that promote the District mission/goals statement.~~

Exception for Small Districts. If a District has only one (1) school or fewer than six hundred (600) students, it is not required under Arizona statutes to have a program of school-based management as outlined in Arizona statutes, and the Governing Board elects not to have such a program.

CFD © SCHOOL - BASED MANAGEMENT

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Policy Alerts



POLICY SERVICES

EDUCATE. ADVOCATE. ELEVATE.



ASBA Policy Alert

Click below to view the Policy Alerts regarding **Overtime Rules** and **Teacher Contracts**.

If you have any questions, call Policy Services at (602) 254-1100. Ask for Dr. Charlotte Patterson, Policy Analyst; Lynne Bondi, Policy Analyst; or Renae Watson, Policy Technical Assistant. Our e-mail addresses are, respectively, [cpatterson@azsba.org], [lbondi@azsba.org], and [rwatson@azsba.org]. You may also fax information to (602) 254-1177.

[Click Here](#)

POLICY SERVICES *ALERT*

Volume 36, Number 4

November 2024

Policy Alert Overtime Rules Change

Policy Alert Contracts for
Probationary and Continuing Teachers

POLICY ALERT DISCUSSIONS

Overtime Rules Change: In June of this year, ASBA sent out a Policy Alert informing school districts of an overtime rule change from the U.S. Department of Labor (DOL) that increased salary threshold levels required for overtime eligibility. These revisions were effective on July 1, 2024.

On November 15, 2024, the U.S. District Court for the Eastern District of Texas vacated this overtime rule. This ruling, which applies nationwide, rescinds the mandated salary threshold increase, rescinds the automatic increases in salary levels every three years, and also rescinds the scheduled increase for January 1, 2025. Salary thresholds have now reverted back to those that were in place prior to July 1, 2024.

Districts should work with their legal counsel to examine any policy documents that were revised based on the initial rule change from the DOL and further revise based on this new and current ruling.

Contracts for Probationary and Continuing Teachers: The K-12 Education budget reconciliation bill HB2906 added a date regarding the offering of contracts to both probationary and continuing teachers and slightly amended the acceptance terms for a written contract for probationary and continuing teachers as noted in A.R.S. §15-536 (probationary teacher) and A.R.S. §15-538.01 (continuing teacher).

The statutes now state that probationary and continuing teacher contracts for the ensuing school year shall be offered on or after March 15 of each year. Additionally, a probationary or continuing teacher must accept the written contract within fifteen business days after receiving the contract or the offer is revoked. Receipt occurs when the written contract is personally delivered or placed in the teacher's school provided mailbox, including email, or two days after being placed in a United States postal service mailbox. There are no changes to the definition of contract acceptance by a teacher.



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