

# BYLAW GUIDE

BYLAWS

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Board Member Number and Term

June 24

[See POLICY ALERT Nos. 202 and 233]

## 0141 BOARD MEMBER NUMBER AND TERM

The Board of Education shall consist of 9 members.

The term of a Board member shall be 3 years, **except vacancies in the membership of the Board shall be filled in accordance with the provisions of N.J.S.A. 18A:12-15. Each Board member appointed to fill a vacancy shall serve until the organizational meeting following the next annual election unless the Board member is appointed to fill a vacancy occurring within the sixty days immediately preceding such election if the annual election is held in April, or occurring after the third Monday in July if the election is held in November, to fill a term extending beyond such election, in which case the Board member shall serve until the organizational meeting following the second annual election next succeeding the occurrence of the vacancy, and any vacancy for the remainder of the term shall be filled at the annual election or the second annual election next succeeding the occurrence of the vacancy, as the case may be.**

~~The term of a Board member appointed to fill a vacancy shall be from the member's appointment to the organizational meeting following the next annual election. Any vacancy for the remainder of the term shall be filled at the next annual school election, except that~~

- ~~1. A Board member appointed to fill a vacancy occurring within sixty days immediately preceding an annual election occurring in April, to fill a term extending beyond the next election, shall serve until the organizational meeting following the second annual election next succeeding the occurrence of the vacancy; or~~
- ~~2. A Board member appointed to fill a vacancy occurring after the third Monday in July for an annual election occurring in November, to fill a term extending beyond the next election, shall serve until the organizational meeting following the second annual election next succeeding the occurrence of the vacancy.~~



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~~Any vacancy for the remainder of a term shall be filled at the annual election or the second annual election next succeeding the occurrence of a vacancy, as the case may be.~~

N.J.S.A. 18A:12-6; 18A:12-9; 18A:12-11; 18A:12-15

N.J.S.A. 18A:13-8 et seq. **[regional districts]**

N.J.S.A. 18A:54-16 et seq. **[vocational districts]**



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[See POLICY ALERT Nos. 209 and 233]

## 2200 CURRICULUM CONTENT

The Board of Education will provide the instruction and services mandated by law and rules as necessary for the implementation of a thorough and efficient system of free public education and such other instruction and services as the Board deems appropriate for the thorough and efficient education of the students of this district. The Board shall annually approve a list of all programs and courses that comprise the district's curriculum and shall approve any subsequent changes in the curriculum in accordance with Policy 2220 – **Adoption of Courses**.

For **the** purposes of this **P**olicy “curriculum” means planned learning opportunities designed to assist students toward the achievement of the intended outcomes of instruction.

The curriculum will be reviewed by the Superintendent and ~~approved annually by the Board. In accordance with law, the curriculum~~ shall, as a minimum, include the curricular mandates of N.J.S.A. 18A – Education, ~~and N.J.A.C. 6– and 6A – Education, and all of the New Jersey Student Learning Standards Core Curriculum Content Standards and Cumulative Progress Indicators.~~ **and N.J.A.C. 6– and 6A – Education, and all of the New Jersey Student Learning Standards Core Curriculum Content Standards and Cumulative Progress Indicators.**

### ~~Districts with secondary school(s)~~

~~[and the courses required by Policy 5460 – High School Graduation and N.J.A.C. 6A:8-5 for high school graduation.]~~

The Superintendent is responsible for implementing the curriculum approved by the Board.

The ~~Board directs the~~ curriculum **shall** be consistent with the educational goals and objectives of this district ~~and;~~ the New Jersey **Student Learning Standards Core Curriculum Content Standards** and **be** responsive to identified student needs. The Superintendent shall, in consultation with ~~teaching~~ staff members, assure the effective articulation of curriculum across all grade levels



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and among the schools of this district.

~~\_\_\_\_\_ and among the constituent districts of the \_\_\_\_\_ Regional  
School District.~~

~~\_\_\_\_\_ and among the school districts sending to the \_\_\_\_\_ School  
District.~~

~~The curriculum shall provide programs in accordance with Board policies and the  
New Jersey Core Curriculum Content Standards including but not limited to:~~

- ~~1. Preparation of all students for employment or post secondary study  
upon graduation from high school;~~
- ~~2. Instruction in workplace readiness skills, visual and performing  
arts, comprehensive health and physical education, language arts  
literacy, mathematics, science, social studies (including instruction  
on the Constitution of the United States, United States history,  
Community Civics, and the geography, history and civics of New  
Jersey), and World Languages;~~
- ~~3. Continuous access to sufficient programs and services of a  
library/media facility, classroom collection, or both, to support the  
educational program of all students in accordance with Policy  
2530;~~
- ~~4. Guidance and counseling to assist in career and academic planning  
for all students, in accordance with Policy 2411;~~
- ~~5. A continuum of educational programs and services for all children  
with disabilities, in accordance with Policy and Regulation 2460;~~
- ~~6. Bilingual education, English as a Second Language, and English  
language services for students of limited English language  
proficiency, when the number of such students so necessitates, in  
accordance with Policy 2423;~~



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- ~~7. Programs and services for students at risk who require remedial assistance in accordance with Policies 2414, 2415, and 5460;~~
- ~~8. Equal educational opportunity for all students in accordance with Policies 2260, 5750, and 5755;~~
- ~~9. Career awareness and exploration as required, and vocational education as appropriate;~~
- ~~10. Educational opportunities for students with exceptional abilities, in accordance with Policy 2464;~~
- ~~11. Instruction in accident and fire prevention;~~
- ~~12. A substance abuse prevention program;~~
- ~~13. A program for family life education; and~~
- ~~14. Programs that encourage the active involvement of representatives from the community, business, industry, labor and higher education in the development of educational programs aligned with the standards;~~

N.J.S.A. ~~18A:6-2; 18A:6-3; 18A:35-1~~ et seq.

N.J.A.C. ~~6A:8-1.1~~ et seq.; ~~6A:14~~ et seq.

New Jersey **Student Learning Standards** ~~Core Curriculum Content Standards~~



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**Firearms and Weapons**  
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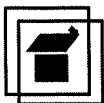
[See **POLICY ALERT No. 233**]

## 8467 **FIREARMS AND WEAPONS**

The Board of Education prohibits the possession, use, or exchange of any **firearm** or weapon in any school building, on school grounds, at any school-sponsored event, and on school sanctioned transportation except as the possession and use of a **firearm** or weapon is authorized by law and required in the performance of the possessor's duty.

For the purpose of this ~~P~~policy, "weapon" means **items enumerated in N.J.S.A. 2C:39-1(r), except a firearm as defined by N.J.S.A. 2C:39-1(f). anything readily capable of lethal use or of inflicting serious bodily injury. "Weapon" includes, but is not limited to, all firearms, knives, dangerous instruments intended to inflict harm, components that can be readily assembled into a weapon, explosive devices, and imitation firearms.** For the purposes of this ~~P~~policy, "firearm" means those items enumerated in N.J.S.A. 2C:39-1(f) and 18 U.S.C. §921.

Pursuant to N.J.A.C. 6A:16-6.3(b), whenever a school employee develops reason to believe a firearm, as defined in N.J.S.A. 2C:39-1(f) and 18 USC §921, or other deadly weapon, whether enumerated in N.J.S.A. 2C:39-1(r), except a firearm as defined in N.J.S.A. 2C:39-1(f) and 18 USC §921, has unlawfully been brought onto school grounds or a student or other person is in unlawful possession of a firearm or other deadly weapon on or off school grounds, or a student or other person has committed an offense with or while in possession of a firearm on or off school grounds or during school operating hours, the matter shall be reported as soon as possible to the Principal or designee, or in the absence of the Principal or designee, to the staff member responsible at the time of the alleged violation. Either the Principal or designee or the responsible staff member shall notify the Superintendent, who in turn shall notify as soon as possible the county prosecutor or other law enforcement official designated by the county prosecutor to receive such information. The Superintendent or designee shall provide to the county prosecutor or designee all known information





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concerning the matter, including the identity of the student or staff member involved.

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Firearms and Weapons

~~Any student or school employee who has reasonable grounds to suspect the presence of a weapon prohibited by this policy shall immediately report his/her suspicion to the \_\_\_\_\_.~~ The **Principal or designee** \_\_\_\_\_ ~~(same as previous sentence)~~ shall conduct an appropriate search in accordance with Policy No. 5770 – **Student Right of Privacy** and, if **appropriate and feasible**, confiscate any **firearm or** weapon discovered in the course of the search. ~~The Principal or designee He/she shall, if appropriate and feasible, may~~ summon the aid of law enforcement ~~officials~~ **officers** in the conduct of the search. Any school employee who confirms the presence of a **firearm or** weapon under circumstances that place persons at serious risk may confiscate the **firearm or** weapon immediately and may use such force as is reasonable and necessary to obtain possession.

Unless the **firearm or** weapon has been taken into custody by a law enforcement ~~official officer~~, the **Principal or designee** \_\_\_\_\_ shall immediately ~~secure the store any~~ confiscated **firearm or** weapon in a securely ~~and~~ locked ~~location box or container~~ and report the presence of the **firearm or** weapon to the Superintendent. ~~Pursuant to N.J.A.C. 6A:16-6.3(b), t~~The Superintendent shall promptly notify, by telephone call and by letter, ~~local law enforcement the Chief of Police of \_\_\_\_\_~~ ~~(the municipality; regional districts state "the municipality in which the school district is located")~~ that a **firearm or** weapon is present on school premises; ~~the notice shall and~~ request removal of the **firearm or** weapon by an authorized law enforcement ~~official officer~~. The Superintendent shall obtain and file a receipt for any **firearm or** weapon removed by a law enforcement ~~official officer~~.

Any student who possesses, uses, or exchanges a **firearm or** weapon in violation of this ~~P~~policy shall be subject to stringent discipline, ~~which may include expulsion.~~ Any student or school employee who suspects or knows of the presence of a **firearm or** weapon in violation of this ~~P~~policy and fails to report the same shall be subject to discipline. ~~Pursuant to N.J.A.C. 6A:16-6.3(b), a~~Any person who possesses a **firearm or** weapon on school premises or school transportation or at a school-sponsored function shall be reported to the



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appropriate law enforcement agency.

**The Board shall immediately remove a student who is convicted or adjudicated delinquent for possession of a firearm on school grounds; convicted or adjudicated delinquent for committing a crime while in possession of a firearm on school grounds; or found knowingly in possession**

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**of a firearm on school grounds from the school's general education program for a period of not less than one calendar year, in accordance with N.J.A.C. 6A:16-5.5(a) and Policy and Regulation 5611 – Removal of Students for Firearms Offenses.**

~~Any student who is convicted or is an adjudicated delinquent for possession of a firearm or who is found to be in possession of a firearm on school property must be immediately removed from the regular education program and provided with an alternative program, pending a hearing before the Board of Education. Students convicted or found to be delinquent for possessing a firearm on school property, on a school bus, or at a school-sponsored function or committing a crime while possessing a firearm shall be immediately removed from the regular education program for a period of not less than one calendar year and placed in an alternative education school or program pending a hearing before the Board of Education to remove the student. (Chapters 127 and 128 of 1995, The Zero Tolerance for Guns Act)~~

**The Board shall immediately remove a student who commits an assault, as defined under N.J.S.A. 2C:12-1a(1), with a weapon, which includes, but is not limited to, items enumerated in N.J.S.A. 2C:39-1(r), except a firearm as defined by N.J.S.A. 2C:39-1(f) and 18 USC §921, upon a teacher, administrator, other school board employee, district Board of Education member, or another student on school grounds, pursuant to N.J.S.A. 18A:37-2.2 through 2.5, from the school's general education program for a period not exceeding one calendar year, in accordance with N.J.A.C. 6A:16-5.6(a) and (b) and Policy and Regulation 5613 – Removal of Students for Assaults with Weapons Offenses.** ~~Any student who commits an assault upon members of the school community with a weapon other than a firearm on school property must be immediately removed from the regular education program and provided with an alternative program, pending a hearing before the Board of Education. (Chapters 127 and 128 of 1995, The Zero Tolerance for Guns Act)~~



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Students with disabilities violating the provisions of this ~~P~~policy shall be ~~addressed dealt with~~ in accordance with ~~the provisions of~~ N.J.A.C. 6A:14-2.8.

Nothing in this ~~P~~policy shall be construed to prohibit the reporting of a crime committed by a child with a disability to the appropriate law enforcement or judicial authorities, or to prevent such authorities from exercising their responsibilities with regard to the application of Federal or State law to crimes committed by a child with disabilities.

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**Firearms and Weapons**

**The procedures for ~~Any student requiring~~ removal from and return to the general regular education program of a student for firearms offenses and assaults with weapons offenses for the reasons enumerated above shall be removed in accordance with Policy and Regulation No. 5611 – Removal of Students for Firearms Offenses and Policy and Regulation 5613 – Removal of Students for Assaults with Weapons Offenses.**

The Superintendent, or designee, shall prepare regulations to implement this ~~P~~policy for the guidance of school staff in dealing with incidents involving **firearms or weapons** in the school district.

**The school district's reporting requirements to law enforcement officials and the handling of firearms and weapons outlined in this Policy and Regulation 8467 and in accordance with N.J.A.C. 6A:16-3 and N.J.A.C. 6A:16-4 shall be in addition to any reporting and handling requirements included in the current Memorandum of Agreement Between Education and Law Enforcement Officials.**

N.J.S.A. **2C:12-1(a)1**; 2C:39-1 et seq.; 2C:58-6.1; 2C:58-15

N.J.S.A. 18A:6-1; **18A:37-2.2; 18A:37-2.3; 18A:37-2.4; 18A:37-2.5**

N.J.S.A. 23:4-16

N.J.A.C. 6A:14-2.8 et seq.; **6A:16-5.5; 6A:16-5.6; 6A:16-6.3; 6A:16-6.4**

Chapters 127 and 128 of 1995, The Zero Tolerance for Guns Act

18 U:S:C- 921

20 U:S:C- 1415



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Adopted:



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Volunteer Athletic Coaches and Co-Curricular

Activity Advisors/Assistants

June 24

[See POLICY ALERT Nos. 195 and 233]

## 9181 VOLUNTEER ATHLETIC COACHES AND CO-CURRICULAR ACTIVITY ADVISORS/ASSISTANTS

The Board of Education recognizes the services of volunteer athletic coaches and co-curricular activity advisors/assistants bring unique skills to the district, enrich the athletic and co-curricular program, assist district coaching and co-curricular staff members in the performance of their duties, and enhance the relationship between the school district and the community. Therefore, the Board authorizes a program for the utilization of volunteer athletic coaches and co-curricular activity advisors/assistants in the district.

For the purposes of this Policy, “volunteer athletic coach and co-curricular activity advisor/assistant” is a person who is not paid by the Board of Education, assisting under the direct supervision of an appropriately certified or licensed school district employee, and provides assistance for the school activity.

The **Superintendent of Schools or designee** \_\_\_\_\_ will be responsible for the recruitment and screening of volunteer athletic coaches and co-curricular activity advisors/assistants and their assignment. The district is not obligated to utilize the proffered services of a volunteer ~~whose abilities or interests do not serve the needs of the school district~~ as determined by the Superintendent.

These volunteers must be ~~persons of known character, responsibility, and integrity and must be~~ recommended by the Superintendent and approved by the Board of Education prior to assuming any responsibilities.

The **Superintendent or designee** \_\_\_\_\_ will prepare and promulgate rules of conduct for volunteer athletic coaches and volunteer co-curricular activity advisors/assistants. Each volunteer athletic coach and co-curricular activity advisor/assistant will be given a copy of this Policy.

The following guidelines shall govern the service of a volunteer athletic coach and volunteer co-curricular activity advisor/assistant:

1. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants may serve only under the direction and **direct**



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immediate supervision of **an appropriately certified or licensed** a head and/or assistant coach or activity advisor or assistant employed by the Board;

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Volunteer Athletic Coaches and Co-Curricular  
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2. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants must clearly understand their duties and responsibilities and perform no services outside those duties;
3. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants serve only in a support capacity and only head or assistant coaches or activity advisors or assistants employed by the Board are responsible for the supervision and instruction provided to students participating in athletic programs or co-curricular activities;
4. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants shall respect the individuality, dignity, and worth of each student;
5. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants are not permitted access to student records;
6. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants must **not disclose** ~~exercise discretion in disclosing~~ any confidential student matters the **volunteer athletic coach or volunteer activity advisor/assistant or assistant employed by the Board** becomes aware of as a result of their volunteer responsibilities;
7. Volunteer athletic coaches **and volunteer co-curricular activity advisors/assistants shall** ~~must~~ consult with the **Superintendent or designee** \_\_\_\_\_ regarding any matters or questions regarding their duties and responsibilities;
8. ~~Volunteer co-curricular activity advisors/assistants must consult with the \_\_\_\_\_ regarding any matters or questions regarding their duties and responsibilities;~~



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89. Volunteer athletic coaches and **volunteer** co-curricular activity advisors/assistants shall receive no financial remuneration from the Board; and

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910. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants may be immediately relieved of their volunteer responsibilities, with or without cause, by the Superintendent with such action to be recommended to the Board by the Superintendent at the next Board ~~m~~Meeting following relief of duties.

**Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants will be screened for tuberculosis in accordance with the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools.**

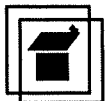
**Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants will be required to participate in all mandated trainings required for their position and any other trainings as required by the Superintendent or designee.**

## [Optional]

All school volunteer athletic coaches and co-curricular activity advisors/assistants must:

Choose one or more of the following:

- ☐ possess a New Jersey substitute teacher credential;
- ☒ obtain a criminal history record check to be reimbursed by the Board;
- ☒ sign a hold harmless waiver ~~for workers' compensation if required by the school district's insurance company; and~~
- ☐ ~~be provide documentation that a Mantoux test has been administered; and~~



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\_\_\_\_\_ or other.  
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N.J.S.A. 18A:6-7.1; 18A:6-7.2

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[See **POLICY ALERT Nos. 195 and 233**]

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For the purposes of this Policy, “volunteer athletic coach and co-curricular activity advisor/assistant” is a person who is not paid by the Board of Education, assisting under the direct supervision of an appropriately certified or licensed school district employee, and provides assistance for the school activity.

The **Superintendent of Schools or designee** \_\_\_\_\_ will be responsible for the recruitment and screening of volunteer athletic coaches and co-curricular activity advisors/assistants and their assignment. The district is not obligated to utilize the proffered services of a volunteer ~~whose abilities or interests do not serve the needs of the school district~~ as determined by the Superintendent.

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\_\_\_\_ oOther.

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N.J.S.A. 18A:6-7.1; 18A:6-7.2

Adopted:

