

BYLAW GUIDE

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Board Member Orientation and Training
Mar 23

[See POLICY ALERT Nos. 181, 193, and 230]

0144 BOARD MEMBER ORIENTATION AND TRAINING

The preparation of each **Board** member for the performance of Board of Education duties is essential to the proper functioning of the Board. The Board encourages each new Board member **to acquire** ~~in the acquisition of~~ information about school district governance, the separate functions of the Board and the Superintendent, the operations of the district, and Board procedures.

The Board directs that each new member receive **access to and/or a copy of the following:**

- ~~access to and/or a copy of~~ the Board of Education Bylaw and Policy Manual,
- the manual of administrative regulations,
- ~~and such~~ other materials as deemed appropriate by the Superintendent.

Each new Board member will be invited and is encouraged to meet and discuss the responsibilities and authority of a Board member, Board functions, and Board policies and procedures with the Board President (if available), the Superintendent, and the School Business Administrator/Board Secretary.

Within the first ninety days of a new Board member's first term, the Board member ~~Each newly elected or appointed Board member shall complete during the first year of the member's first term~~ a training program to be prepared and offered by the New Jersey School Boards Association. **The training shall include instruction relative to the Board member's responsibilities pursuant to the School Ethics Act and N.J.S.A. 18A:12-33**, ~~in consultation with the New~~



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~~Jersey Association of School Administrators, the New Jersey Principals and Supervisors Association, and the Department of Education, regarding the skills and knowledge necessary to serve as a Board member.~~

The training program shall include information regarding the school district monitoring system established pursuant to P.L. 2005, c. 235, the New Jersey Quality Single Accountability Continuum, and the five key components of school district effectiveness on which school districts are evaluated under the monitoring system: instruction and program; personnel; fiscal management; operations; and governance.

The Board member shall complete a training program on school district governance in each of the subsequent two years of the Board member's first term.

Within one year after each re-election or re-appointment to the Board of Education, the Board member shall complete an advanced training program to be prepared and offered by the New Jersey School Boards Association. This advanced training program shall include information on relevant changes to New Jersey school law and other information deemed appropriate to enable the Board member to serve more effectively.

The New Jersey School Boards Association shall examine options for providing training programs to Board members through alternative methods such as on-line or other distance learning media or through regional-based training.

Within one year after being newly elected or appointed or being re-elected or re-appointed to the Board of Education, a Board member shall complete a training program on harassment, intimidation, and bullying in schools, including a school district's responsibilities under ~~N.J.S.A. P.L. 2002, c. 83 (C.18A:37-13 et seq.)~~. A Board member shall be required to complete the program only once. Training on harassment, intimidation, and bullying in schools shall be provided by the New Jersey School Boards Association, in consultation with recognized experts in school bullying from a cross section of academia, child advocacy organizations, nonprofit organizations, professional associations, and government agencies.



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N.J.S.A. 18A:12-33; 18A:37-13 et seq.
N.J.A.C. 6A:28-4.1

Adopted:



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[See POLICY ALERT No. 230]

2520 INSTRUCTIONAL SUPPLIES

The Board of Education shall **provide** ~~supply each teaching~~ staff members with the supplies; **and** materials; ~~and equipment~~ necessary for the **successful** implementation of the **instructional** ~~approved~~ program and **provide** ~~each~~ students with the supplies and materials required for the successful completion of courses of study.

The Board expressly exempts from this ~~p~~Policy such clothing or personal equipment as may be required ~~by the Board~~ for reasons related to the safety and health of students or the protection of school property and are individualized or non-reusable, and any materials used in the manufacture or preparation of useful or decorative items that students are permitted to retain, except that no student will be denied participation in any course of study or school sponsored activity because of **their** ~~his/her~~ financial inability to bear the cost of such clothing, equipment, or materials.

Supplies and materials will be distributed throughout the school district in a manner that ensures equal distribution to students; school facilities; courses; programs; and activities and services, regardless of the protected categories listed at N.J.A.C. 6A:7-1.7(a).

The Superintendent **or designee** shall develop **procedures** ~~regulations~~ for the selection and utilization of instructional supplies that include effective consultation with teaching staff members at all appropriate levels.

N.J.A.C. 6A:7-1.7
N.J.S.A. 18A:34-1
N.J.S.A. 18A:54-20 [vocational districts]

~~Cross reference: Policy Guide No. 5513~~

Adopted:



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[See POLICY ALERT No. 230]

3217 USE OF CORPORAL PUNISHMENT

~~The Board of Education cannot condone an employee's resort to force or fear in the treatment of students, even those students whose conduct appears to be open defiance of authority. Each student is protected by law from bodily harm and from offensive bodily touching.~~

No teaching staff member employed by the Board or a person engaged in any school in the school district shall inflict or cause to be inflicted corporal punishment upon a student attending any school in the school district; but any such teaching staff member may, within the scope of their employment, use and apply such amounts of force as is reasonable and necessary:

- 1. To quell a disturbance, threatening physical injury to others;**
- 2. To obtain possession of weapons or other dangerous objects upon the person or within the control of a student;**
- 3. For the purpose of self-defense; and**
- 4. For the protection of persons or property;**

and such acts, or any of them, shall not be construed to constitute corporal punishment pursuant to N.J.S.A. 18A:6-1. Every resolution, bylaw; rule, ordinance, or other act or authority permitting or authorizing corporal punishment to be inflicted upon a student attending any school in the district shall be void.

~~Teaching staff members shall not use physical force or the threat of physical force to maintain discipline or compel obedience except as permitted by law, but may remove students from the classroom or school by the lawful procedures established for the suspension and expulsion of students.~~

~~A teaching staff member who:~~

- ~~1. Uses force or fear to discipline a student except as such force or fear may be necessary to quell a disturbance threatening physical~~



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~~injury to others, to obtain possession of weapons or other dangerous objects upon the person or within the control of a student, to act in self-defense, or to protect persons or property;~~

- ~~2. Touches a student in an offensive way even though no physical harm is intended;~~
- ~~3. Permits students to harm one another by fighting; or~~
- ~~4. Punishes students by means that are cruel or unusual;~~

Any teaching staff member employed by the Board found to have violated this Policy may will be subject to discipline by the this Board and may be dismissed.

N.J.S.A. 18A:6-1; 18A:37-1

Cross reference: Policy Guide No. 5630

Adopted:



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[See POLICY ALERT No. 230]

4217 USE OF CORPORAL PUNISHMENT

No support staff member employed by the Board or a person engaged in any school in the school district shall inflict or cause to be inflicted corporal punishment upon a student attending any school in the school district; but any such support staff member may, within the scope of their employment, use and apply such amounts of force as is reasonable and necessary:

1. To quell a disturbance, threatening physical injury to others;
2. To obtain possession of weapons or other dangerous objects upon the person or within the control of a student;
3. For the purpose of self-defense; and
4. For the protection of persons or property;

and such acts, or any of them, shall not be construed to constitute corporal punishment pursuant to N.J.S.A. 18A:6-1. Every resolution, bylaw, rule, ordinance, or other act or authority permitting or authorizing corporal punishment to be inflicted upon a student attending any school in the district shall be void.

Any support staff member employed by the Board found to have violated this Policy may be subject to discipline by the Board.

N.J.S.A. 18A:6-1; 18A:37-1

Adopted:



USE OF ELECTRONIC COMMUNICATION AND RECORDING DEVICES (ECRD)

The Board of Education believes students and/or school staff members should not be subject to having a video or audio recording taken of any student(s) or school staff member(s) for any purpose without the consent of the student, the student's parent, and/or the school staff member. In addition to protecting the privacy rights of students and school staff members, the Board recognizes such recordings can be disruptive to the educational program. In addition, inappropriate recordings of educational material, student assessment instruments, and/or student assessment reviews can be used to compromise the integrity of the district's educational program or lead to academic dishonesty in the event such recordings are stored and/or transmitted to other students. Therefore, the Board of Education ~~adopts this Policy regarding student use of electronic communication and recording devices.~~

The Board of Education also believes that cell phone use, particularly social media platforms, can lead to a disruption of the school day, incidents of bullying, and inappropriate social interactions. Therefore, the Board of Education adopts this Policy regarding student use of electronic communication and recording devices and commits to providing parent education regarding appropriate use of cell phones. The Board also supports the administration in developing programs that empower students and parents to delay the purchase of smartphones and use of social media until an appropriate age.

"Electronic communication and recording device (ECRD)" includes any device with the capability to audio or video record or is capable of receiving or transmitting any type of communication between persons. An ECRD includes, but is not limited to, cameras, cellular and wireless telephones, pagers/beepers, laptop computers, electronic readers, personal digital assistants (PDAs), two-way radios, portable fax machines, video broadcasting devices, and any other device that allows a person to record and/or transmit, on either a real time or delayed basis, sound, video, or still images, text, or other information.

A student is not permitted to have turned on or use an ECRD on school grounds during the school day or when the student is participating in a curricular or school-sponsored co-curricular activity, except when medically necessary. A student's personal ECRD may only be used on school grounds in an emergency situation or before and after the school day or with the permission of a school staff member supervising the student in a curricular or school-sponsored co-curricular activity. Any audio and/or video recording by a student using their personal ECRD with permission of a school staff member while participating in a



USE OF ELECTRONIC COMMUNICATION AND RECORDING DEVICES (ECRD)

curricular or school-sponsored activity where other students or staff members are present shall require the permission for such recording from any other student and their parent and/or staff members whose voice or image is to be recorded. This Policy is not intended to prohibit appropriate use of electronic devices for authorized or approved official curricular or school-sponsored co-curricular activities such as yearbook photographs, staff member/teacher-directed and approved activities, classroom presentations, athletic events, and drama production filming. A student authorized or approved to use an ECRD may not use an ECRD to access internet sites or view information or internet-based material that is inappropriate or would be blocked from student access by the school district's acceptable use of computers and networks policy. Nothing in this Policy is intended to prevent a student from using their personal ECRD and recording school-sponsored co-curricular activities as a non-participant when the activity is open to the general public.

For the purposes of this policy, "school grounds" means and includes land, portions of land, structures, buildings, and structures that support these buildings, including, but not limited to, administrative buildings, kitchens, maintenance shops, and garages. "School grounds" also includes other facilities as defined in N.J.A.C. 6A:26-1.2, playgrounds, and other recreational places owned by the local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land.

An ECRD used in violation of this Policy will be confiscated by a school staff member or Principal or designee and the student will be subject to appropriate disciplinary action.

A student shall not knowingly bring or possess any remotely activated paging device on any school grounds, including on a school bus or at a school-sponsored function, at any time and regardless of whether school is in session or other persons are present.

A student who is an active member in good standing of a volunteer fire company, first aid, ambulance or rescue squad may bring or possess a remotely activated paging device on school property only if the student is required to respond to an emergency and the student provides a statement to the Superintendent from the chief executive officer of the volunteer fire company, first aid, ambulance or rescue squad authorizing the possession of the device by the student at all times and that the student is required to respond to an emergency.



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USE OF ELECTRONIC COMMUNICATION AND RECORDING DEVICES (ECDR)

The Principal or designee will confiscate the remotely activated paging device, take appropriate disciplinary action and shall immediately notify the Superintendent of Schools and the appropriate criminal justice or juvenile justice agency if a student brings or possesses a remotely activated paging device in violation of N.J.S.A. 2C:33-19 and this Policy.

N.J.S.A. 2C:33-19

Adopted: 24 January 2006
Revised: 10 April 2007
Revised: 12 October 2010
Revised: 26 April 2016

