

BOARD OF EDUCATION MEETINGS

Board of education meetings shall be a primary means of sharing information with community members and inviting their comments and suggestions. Regular and special meetings of the board of education are open to the public and representatives of the media, except when, by resolution at the public meeting, the board excludes the public from those parts of a meeting which deal with matters held confidential in accordance with law. In the interest of security, all individuals attending the board meetings shall record their name and address on a sign in sheet.

The board welcomes participation of interested organizations and individuals and will schedule time as appropriate for the public to speak. The length of time scheduled for public discussion shall be stated in the agenda, together with any time limit proposed for individual speakers.

The board will not permit unnecessary or undesirable identification of district students at public or board of education meetings, particularly when the student is subject to disciplinary action, or has been identified as having a disability. A special confidential file shall be kept of the names of students with disabilities on whose behalf the board must take public action. An unidentifiable coding shall be used when referring to the student.

Comments and questions during the public comment portion of regular and special meetings may deal with any topic related to the board's conduct of the schools. Advance announcement of all regular, scheduled special, and specially called meetings of the board is made through newspapers and other appropriate media outlets.

The board shall include a discussion of the School Ethics Act and the Code of Ethics for School Board members annually at a regularly scheduled public meeting.

In a regular board meeting by October 30 of each year, the superintendent shall provide a report which includes information on the following topics:

- A. The status of all capital projects in the school district's long range plan;
- B. The maximum permitted amount of the school district's reserve account;
- C. Implementation of school-level plans;
- D. Achievement of performance objectives;
- E. Each school report card, including student performance results and student behavior data;
- F. Professional development activities;
- G. Condition of school facilities;
- H. Status of mandated program reviews;
- I. Community support data as detailed in the administrative code;
- J. The assignment plan for certified and noncertified nurses developed by the school district.

Other items presented at board meetings must include, but are not limited to:

- A. Presentation of audit report;

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- B. Presentation of budget;
- C. Student attendance;
- D. Dropout statistics; other demographic data;
- E. Mandated inservice programs.

In addition, two times each school year between September 1 and January 1 and between January 1 and June 30, the school board shall hold a public hearing at which the superintendent will report to the board of education all acts of violence, vandalism, and harassment, intimidation, or bullying (HIB) which occurred during the previous reporting period. The report shall include the number of HIB reports in the schools, the status of all investigations, the nature of the HIB, and other data required by law.

Subsequent to the Department of Education's comprehensive review of the school district, and during a public meeting, the board of education shall discuss the district's proposed responses to the District Performance Review and declaration page. The board shall provide adequate public notice of the discussion of the response in accord with the Open Public Meetings Act. Notice shall specifically include the manner and times in which the district's response may be reviewed. Prior to the meeting, the board will provide the public with an opportunity to submit written comments on the district's response and declaration page. During the public portion of the meeting, the board will accept public comment on the district's response to the District Performance Review.

Subsequent to an audit or investigation by the Department of Education's Office of Fiscal Accountability and Compliance, the board shall discuss the findings of the audit or investigation at a public meeting convened no more than 30 days after receipt of same. Within 30 days of the public meeting, the board shall adopt a resolution which certifies that the applicable findings were discussed in a public meeting and approves a corrective action plan to address the findings. The superintendent shall file the resolution with the Office of Fiscal Accountability and Compliance within 10 days of adoption.

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Key Words

Board of Education Meetings, Reporting to the Public, Communicating with the Public, Confidentiality

Legal References:	<u>N.J.S.A.</u> 10:4-6 <u>et seq.</u> <u>N.J.S.A.</u> 18A:7C-7 <u>N.J.S.A.</u> 18A:10-6 <u>N.J.S.A.</u> 18A:12-21 <u>N.J.S.A.</u> 18A:17-46 <u>N.J.S.A.</u> 18A:22-10 <u>N.J.S.A.</u> 18A:22-13 <u>N.J.S.A.</u> 18A:23-5 <u>N.J.S.A.</u> 18A:37-13 <u>et seq.</u> <u>N.J.A.C.</u> 6A:8-5.2(e) <u>N.J.A.C.</u> 6A:14-1.1 <u>et seq.</u> <u>N.J.A.C.</u> 6A:16-5.1 <u>et seq.</u> See particularly:	<u>Open Public Meetings Act</u> School administrators report on students awarded or denied diplomas Board meetings public; frequency; hours of commencement; adjournment, etc., for lack of quorum <u>School Ethics Act</u> Act of violence; report by school employee; notice of action taken; annual report Fixing day, etc., for public hearing Public hearing; objectives; heard, etc. Meeting of board; discussion of report <u>Anti-Bullying Bill of Rights Act</u> High school diplomas Special Education School safety plans
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<u>N.J.A.C.</u> 6A:16-5.2, 5.3	
<u>N.J.A.C.</u> 6A:23A-5.6	District response to Office of Fiscal Accountability and Compliance investigation report
<u>N.J.A.C.</u> 6A:23A-14.1 <u>et seq.</u>	Capital reserve
<u>N.J.A.C.</u> 6A:26	Educational Facilities
<u>See particularly:</u>	
<u>N.J.A.C.</u> 6A:26-2.2(a)	Completion of long range facilities plans
<u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u>	Evaluation of the Performance of School Districts
<u>See particularly:</u>	
<u>N.J.A.C.</u> 6A:30-3.2	
<u>N.J.A.C.</u> 6A:32-3.2	Requirements for the Code of Ethics for district board of education members and charter school board of trustee members
<u>N.J.A.C.</u> 6A:32-12.1	School attendance
<u>N.J.A.C.</u> 6A:32-12.2	Dropouts

Possible

<u>Cross References:</u>	*1100	Communicating with the public
	*2240	Research, evaluation and planning
	*3100	Budget planning, preparation and adoption
	*3570	District records and reports
	*3571.4	Audit
	*4131/4131.1	Staff Development, Inservice Education, Visitations Conferences
	*4231/4231.1	Staff Development, Inservice Education, Visitations Conferences
	*5131.5	Vandalism/violence
	*5145.5	Photographs of students
	*6142.2	English as a second language; bilingual/bicultural
	*6142.6	Basic skills
	*6171.1	Remedial instruction
	*6171.3	At-risk and Title 1
	*6171.4	Special education
	*9322	Public and executive sessions
	*9323/9324	Agenda preparation/advance delivery of meeting material
	*9326	Minutes

*Indicates policy is included in the Critical Policy Reference Manual.