

POLICY

LACEY TOWNSHIP BOARD OF EDUCATION

Bylaws
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BOARD COMMITTEES

0155 BOARD COMMITTEES

The Board of Education authorizes the creation of committees of Board members charged to conduct studies, make recommendations to the Board, and act in an advisory capacity. Committees are not authorized to take action on behalf of the Board.

The President shall appoint Board members to serve a one-year term on Board standing committees. The three standing committees shall be known as Finance & Operations Committee, Curriculum Committee and Policy Committee.

These committees shall meet monthly prior to the monthly full Board Business meetings. Minutes of all committee meetings shall be distributed to all Board Members in time for the next business meeting following the Committee meetings.

The Finance & Operations Committee responsibilities/topics include:

- Finance
- Facilities
- Food Service
- Technology (Hardware)
- Transportation
- Township Liaison

Curriculum Committee responsibilities/topics include:

- Curriculum, Programs, and Field Trips
- Special Education
- Health and Wellness
- LTEA Liaison
- Community Relations
- Technology (Software)

Policy Committee responsibilities/topics include:

- Policy
- Co-curricular
- Safety and Security
- LTASA Liaison



Membership

Committee members shall be appointed by the President of the Board at the annual Reorganization Meeting.

The President of the Board shall appoint all committees of the Board and serve as committee member ex-officio in accordance with Board Bylaw No. 0171.

At the discretion of the Superintendent or designee, the Superintendent may be appointed as a non-voting member of any committee and shall be appointed as a non-voting member when he/she requests such membership. The same provision shall be made for the Board Secretary.

Community advisors to any Board committee may be appointed by the President at the request of the chairman of the committee, but the committee may consult with district employees in reference to any matter within the general charge to the committee.

An ad hoc committee may be created and charged at any time by the President or a majority of the Board members present and voting. The President shall appoint members to any committee so created and charged; members shall serve until the committee is discharged.

Committees shall consist of no more than three Board members. A member may request or refuse appointment to a committee; a member's refusal to serve on any one committee shall not prejudice his/her appointment to another committee.

The Board reserves the right to meet and work as a Committee of the Whole in informational, discussion, and exploratory sessions. No official action shall be taken at these meetings unless so advertised.

Committee meetings may be called at any time by the committee chairperson or when a meeting is requested by a majority of the members of the committee.

Committee meetings shall not be open to the public, except that a majority of the committee or the chairperson may open the meeting to the public or invite persons whose knowledge or expertise may be useful to the committee.

Adopted: November 21, 2005

Revised: March 18, 2019

Revised: February 18, 2020

Revised: November 16, 2020

Revised:



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[See **POLICY ALERT** Nos. 168 and 222]

7430 SCHOOL SAFETY

The Board of Education recognizes that it is required by law to take measures for the safety of students and district employees.

The Board shall provide, publish, and post rules for safety and the prevention of accidents; instruct students in safety and accident prevention; provide protective devices where they are required by law for the safety of students and employees; and provide suitable and safe equipment where such equipment is necessary for the conduct of the educational program and the operation of the schools.

The Superintendent shall prepare regulations governing school safety and the prevention of accidents and fire that include as a minimum the requirements of law and the applicable rules of various departments of State government. Such regulations shall provide procedures and precautions for the safety of students in school, employees in the performance of their duties, users of school vehicles, students in transit to and from school, injured students and employees, and visitors to the school. Safety regulations shall be promulgated to all school employees and shall be reviewed and evaluated annually. The Superintendent is directed to instruct teaching staff members in proper safety precautions.

Optional

[The Superintendent is directed to appoint a district safety officer, who may form an advisory committee consisting of district personnel and appropriate community representatives.]

N.J.S.A. 18A:6-2; 18A:40-12.1; 18A:40-12.2

N.J.S.A. 40:67-16.7

N.J.A.C. 6A:16-1.4; 6A:26-12.5

N.J.A.C. 6:43-2.2; 6:53-1.1 et seq. [vocational districts]

Cross reference: Policy Guide Nos. 2421, 3280

Adopted:



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[See POLICY ALERT No. 222]

R 7430 SCHOOL SAFETY

Guidelines for Dealing with Accident/Injury

1. ~~The school nurse or another trained person shall be responsible for administering first aid.~~
2. ~~In all cases where the nature of an injury appears in any way serious, every effort shall be made to contact the parent(s) or legal guardian(s) and/or family physician immediately.~~
3. ~~Parent(s) or legal guardian(s) shall be requested to pick up the student. If a parent(s) or legal guardian(s) is unable to provide such transportation, no student who is injured shall be sent home alone. A student who is injured may be taken home if a responsible person is there to receive that student.~~
4. ~~In extreme emergencies, the school nurse, school doctor or Principal may make arrangements for immediate hospitalization of injured students. Parent(s) or legal guardian(s) should be contacted as soon as possible.~~
5. ~~The teacher or other staff member who is responsible for a student at the time an accident occurs shall make out a report within twenty-four hours, providing details about the accident. This shall be required for every accident whether first aid is necessary or not.~~
6. ~~Any injuries or accidents to students shall be reported as soon as possible to the Superintendent.~~

Emergency Medical Procedures for Sports/Athletics

~~The Board of Education recognizes its responsibility for student safety in all aspects of sports and athletic events, both intramural and interscholastic. Emergency medical procedures are to be developed at each school having an athletic program to ensure delivery of appropriate emergency medical services for all practice sessions, competitive contests, games, events, or exhibitions with individual students or teams of the schools of this district whether among themselves or with students of other districts.~~

~~These emergency medical procedures shall be disseminated to appropriate personnel within the district.~~

Adopted:



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PROGRAM

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Highly Qualified Teachers

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[See **POLICY ALERT** Nos. 167, 187, and 222]

2415.03 HIGHLY QUALIFIED TEACHERS

The No Child Left Behind Act (NCLB) requires all teachers be or become highly qualified in the core academic content area(s) they teach in accordance with the United States Department of Education and the New Jersey Department of Education highly qualified teacher requirements.

Teachers who have achieved highly qualified status retain highly qualified status permanently for the teaching assignment designated on the approved highly qualified teacher forms. No teacher providing direct instruction in core content areas is grandfathered or exempt from this process.

The district shall maintain the appropriate highly qualified documentation for all teachers who provide direct instruction in core content areas. When a teacher changes teaching assignments, which requires different content expertise, additional highly qualified teacher forms must be completed and kept on file within the district. Highly qualified teacher documentation should be completed for all new teachers and for those with new teaching assignments at the beginning of each school year.

When a teacher obtains employment in a new school district, the new district must contact the previous place of employment to have the teacher's official highly qualified teacher forms sent to the new district. A teacher hired from another State must hold New Jersey certification and must meet New Jersey's highly qualified teacher requirements. Out of State teachers may provide documentation to support their highly qualified teacher status from the previous State in which they taught.

All Title I schools must send out a Right to Know letter in the beginning of every school year informing parent(s) or legal guardian(s) that they have the right to know the qualifications of their child's teacher. The letter should be sent by all Title I and non Title I districts. In addition, in all Title I schools, the parent(s) or legal guardian(s) of students whose teacher is not yet highly qualified must be notified. Copies of these letters must be kept on file in the school.

No Child Left Behind Act of 2001, §1119

Adopted:

