

TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

BYLAWS
0000/page 1 of 1

0000 BYLAWS

<u>Number</u>	<u>Title</u>
0000.02	Introduction
0110	Identification
0120	Authority and Powers
0131	Bylaws and Policies
0132	Executive Authority
0133	Adjudication of Disputes
0134	Board Self Evaluation
0141	Board Member Number and Term
0142	Board Member Qualifications, Prohibited Acts and Code of Ethics
0142.1	Nepotism
0143	Board Member Election and Appointment
0144	Board Member Orientation
0145	Board Member Resignation and Removal
0146	Board Member Authority
0148	Board Member Indemnification
0151	Organization Meeting
0152	Board Officers
0153	Annual Appointments
0154	Annual Motions and Designations
0155	Board Committees
0157	Board of Education Website
0161	Call, Adjournment and Cancellation
0162	Notice of Board Meetings
0163	Quorum
0164	Conduct of Board Meetings
0164.6	Remote Public Board Meetings During A Declared Emergency
0165	Voting
0166	Executive Sessions
0167	Public Participation in Board Meetings
0168	Recording Board Meetings
0169	Board Member Use of Electronic Mail/Internet
0171	Duties of Board President and Vice President
0172	Duties of Treasurer of School Monies
0173	Duties of Public School Accountant
0174	Legal Services
0175	Contracts with Independent Consultants
0176	Collective Bargaining and Contract Approval/Ratification
0177	Professional Services



TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

ADMINISTRATION
1000/page 1 of 2

1000 ADMINISTRATION

<u>Number</u>	<u>Title</u>
1100	District Organization
1110	Organizational Chart
1120	Management Team
1130	Staff Liaison Committees
1140	Affirmative Action Program
1210	Board-Superintendent Relations
1220	Employment of Chief School Administrator
1230	Superintendent's Duties
1240	Evaluation of Superintendent
1260	Incapacity of Superintendent
1310	Employment of School Business Administrator/Board Secretary
1320	Duties of the School Business Administrator/Board Secretary
1330	Evaluation of the School Business Administrator
1331	Evaluation of the Board Secretary
1350	Incapacity of School Business Administrator/Board Secretary
1400	Job Descriptions
1510	Rights of Persons with Handicaps or Disabilities/Policy on Non-Discrimination
1511	Board of Education Website Accessibility
1523	Comprehensive Equity Plan
1530	Equal Employment Opportunities
1540	Administrator's Code of Ethics
1550	Affirmative Action Program for Employment and Contract Practices
1570	Internal Controls
1581	Domestic Violence
1613	Disclosure and Review of Applicant's Employment History
1620	Administrative Employment Contracts
1631	Residency Requirement for Person Holding School District Office, Employment Or Position
1642	Earned Sick Leave Law
1642.01	Sick Leave
1643	Family Leave
1648.15	Recordkeeping for Healthcare Settings in School Buildings-Covid-19



TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

PROGRAM
2000/page 1 of 2

2000 PROGRAM

<u>Number</u>	<u>Title</u>
2110	Philosophy of Education/District Mission Statement
2132	School District Goals and Objectives
2200	Curriculum Content
2210	Curriculum Development
2220	Adoption of Courses
2230	Course Guides
2240	Controversial Issues
2260	Affirmative Action Program for School and Classroom Practices
2270	Religion in the Schools
2310	Student Grouping
2312	Class Size
2330	Homework
2340	Field Trips
2360	Use of Technology
2361	Acceptable Use of Computer Networks/Computers and Resources
2363	Student Use of Privately-Owned Technology
2411	Guidance Counseling
2412	Home Instruction Due to Health Condition
2414	Programs for Students At Risk
2415	Every Student Succeeds Act
2415.02	Title I-Fiscal Responsibilities
2415.04	Title I – District-Wide Parental Involvement
2415.05	Student Surveys, Analysis and/or Evaluations
2415.20	No Child Left Behind Complaints
2415.30	Title I – Educational Stability for Children in Foster Care
2417	Student Intervention and Referral Services
2418	Section 504 of the Rehabilitation Act of 1973 – Students
2419	School Threat Assessment Teams
2422	Health Education
2423	Bilingual and ESL Education
2425	Emergency Virtual or Remote Instruction Program
2428.1	Standards-Based Instructional Priorities
2431	Athletic Competition
2431.4	Prevention & Treatment of Sports Related Concussions and Head Injuries
2432	School Sponsored Publications
2460	Special Education
2461	Special Education/Receiving Schools

PROGRAM



TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

2000/page 2 of 2

<u>Number</u>	<u>Title</u>
2466	Needless Public Labeling of Students with Disabilities
2467	Surrogate Parents and Foster Parents
2468	Independent Educational Evaluations
2481	Home or Out-of-School Instruction for General Education Students
2510	Adoption of Textbooks
2520	Instructional Supplies
2530	Resource Materials
2531	Use of Copyrighted Materials
2551	Musical Instruments
2560	Live Animals in School
2610	Educational Program Evaluation
2622	Student Assessment
2624	Grading System
2631	New Jersey Quality Single Accountability Continuum
2700	Services to Nonpublic School Students



TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

TEACHING STAFF MEMBERS

3000/page 1 of 2

3000 TEACHING STAFF MEMBERS

<u>Number</u>	<u>Title</u>
3111	Creating Positions
3112	Abolishing Positions
3124	Employment Contract
3125	Employment of Teaching Staff Members
3125.2	Employment of Substitute Teachers
3126	District Mentoring Program
3134	Assignment of Additional Duties
3141	Resignation
3142	Nonrenewal of Nontenured Teaching Staff Member
3143	Dismissal
3144	Certification of Tenure Charges
3144.12	Certification of Tenure Charges – Inefficiency (M)
3144.3	Suspension Upon Certification of Tenure Charge
3146	Conduct of Reduction in Force
3150	Discipline
3152	Withholding an Increment
3159	Teaching Staff Member/School District Reporting Responsibilities
3160	Physical Examination
3161	Examination for Cause
3211	Code of Ethics
3211.3	Consulting Outside the District
3212	Attendance
3214	Conflict of Interest
3216	Dress and Grooming
3217	Use of Corporal Punishment
3218	Use, Possession, or Distribution of Substances Abuse
3221	Evaluation of Nontenured Teaching Staff Members
3222	Evaluation of Tenured Teaching Staff Members
3223	Evaluation of Administrators
3224	Evaluation of Principals, Vice Principals and Assistant Principals
3230	Outside Activities
3231	Outside Employment as Athletic Coach
3232	Tutoring Services
3233	Political Activities
3240	Professional Development
3244	In-Service Training
3245	Research Projects by Staff Members
3270	Professional Responsibilities



TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

TEACHING STAFF MEMBERS

3000/page 2 of 2

<u>Number</u>	<u>Title</u>
3280	Liability for Student Welfare
3281	Inappropriate Staff Conduct
3282	Use of Social Networking Sites
3283	Electronic Communications between Teaching Staff Members and Students
3310	Academic Freedom
3321	Acceptable Use of Computer Network(s)/Computers and Resources by Teaching Staff Members
3322	Staff Member's Use of Cellular Telephones
3324	Right of Privacy
3340	Grievance
3362	Sexual Harassment
3370	Teaching Staff Member Tenure
3372	Teaching Staff Member Tenure Acquisition
3373	Tenure Upon Transfer or Promotion
3374	Tenure Upon Transfer to an Underperforming School
3381	Protection Against Retaliation
3410	Compensation
3420	Benefits
3425	Work Related Disability Pay
3425.1	Modified Duty Early Return to Work Program
3433	Vacations
3435	Anticipated Disability
3436	Personal Leave
3437	Military Leave
3439	Jury Duty



TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

SUPPORT STAFF MEMBERS

4000/page 1 of 2

4000 SUPPORT STAFF MEMBERS

<u>Number</u>	<u>Title</u>
4111	Creating Positions
4124	Employment Contract
4125	Employment of Support Staff Members
4140	Termination
4145	Layoffs
4146	Nonrenewal of Nontenured Support Staff Member
4150	Discipline
4152	Withholding an Increment
4159	Support Staff Member/School District Reporting Responsibilities
4160	Physical Examination
4161	Examination for Cause
4211	Attendance
4211.3	Consulting Outside the District
4212	Attendance
4214	Conflict of Interest
4215	Code of Ethics
4216	Dress and Grooming
4217	Use of Corporal Punishment
4218	Use, Possession, or Distribution of Substances Abuse
4220	Employee Evaluation
4230	Outside Activities
4233	Political Activities
4240	Employee Training
4281	Inappropriate Staff Conduct
4282	Use of Social networking Sites
4283	Electronic Communications between Support Staff Members and Students
4321	Acceptable Use of Computer Network(s)/Computers and Resources by Support Staff Members
4322	Staff Member's Use of Cellular Telephones
4324	Right of Privacy
4340	Grievance
4352	Sexual Harassment
4360	Support Staff Member Tenure
4381	Protection Against Retaliation
4410	Compensation
4413	Overtime Compensation
4415	Substitute Wages
4420	Benefits



TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

SUPPORT STAFF MEMBERS

4000/page 2 of 2

<u>Number</u>	<u>Title</u>
4425	Work Related Disability Pay
4425.1	Modified Duty Early Return to Work Program
4431.1	Family Leave
4433	Vacations
4434	Holidays
4435	Anticipated Disability
4436	Personal Leave
4437	Military Leave
4438	Jury Duty



TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

STUDENTS
5000/page 1 of 2

5000 STUDENTS

Number	<u>Title</u>
5111	Eligibility of Resident/Nonresident Students
5112	Entrance Age
5116	Education of Homeless Children
5519	Dating Violence at School
5120	Assignment of Students
5130	Withdrawal From School
5200	Attendance
5230	Late Arrival and Early Dismissal
5240	Tardiness
5250	Excusal from Class or Program
5300	Automated External Defibrillator(s) (AEDs)
5305	Health Services Personnel
5306	Health Services to Nonpublic Schools
5307	Nursing Services Plan
5308	Student Health Records
5310	Health Services
5320	Immunization
5330	Administration of Medication
5330.01	Administration of Medical Cannabis
5330.05	Seizure Action Plan
5331	Management of Life-Threatening Allergies in Schools
5332	Do Not Resuscitate Orders
5335	Treatment of Asthma
5337	Service Animals
5338	Diabetes Management
5339	Screening for Dyslexia
5350	Student Suicide Prevention
5410	Promotion and Retention
5411	Promotion From Sixth Grade
5420	Reporting Student Progress
5500	Expectations for Student Conduct
5511	Dress and Grooming
5512	Harassment, Intimidation, and Bullying
5513	Care of School Property
5514	Student Use of Vehicles
5516	Use of Electronic Communication and Recording Devices



TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

STUDENTS
5000/page 2 of 2

<u>Number</u>	<u>Title</u>
5520	Disorder and Demonstration
5530	Substance Abuse
5533	Smoking
5535	Passive Breath Alcohol Sensor Device
5550	Disaffected Students
5560	Disruptive Students
5561	Use of Physical Restraint
5570	Sportsmanship
5600	Student Discipline/Code of Conduct
5610	Suspension
5611	Removal of Students from the General Education Program for Weapons/Firearms Offenses
5612	Assault by Students on Board Members or Employees
5615	Suspected Gang Activity
5620	Expulsion
5700	Student Rights
5701	Plagiarism
5710	Student Grievance
5721	Independent Publications
5750	Equal Educational Opportunity
5751	Sexual Harassment of Students
5755	Equity in Educational Programs and Services
5756	Transgender Students
5770	Student Right of Privacy
5810	Student Participation in School Governance
5820	Student Government
5830	Student Fund Raising
5842	Equal Access of Student Organizations
5850	Social Events and Class Trips
5880	Public Performances by Students



TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

FINANCES
6000/page 1 of 1

6000 FINANCES

<u>Number</u>	<u>Title</u>
6100	Finances
6111	Special Education Medicaid Initiative (SEMI) Program
6112	Reimbursement of Federal and Other Grant Expenditures
6115.01	Federal Awards/ Funds Internal Controls-Allowability of Costs
6115.02	Federal Awards/ Funds Internal Controls Mandatory Disclosures
6115.03	Federal Awards/ Funds Internal Controls-Conflict of Interest
6115.04	Federal Funds-Duplication of Benefits
6141	Tax Revenues
6150	Tuition Income
6160	Grants from Private Sources
6164	Advertising on School Buses
6210	Fiscal Planning
6220	Budget Preparation
6230	Budget Hearing
6311	Contracts for Goods or Services Funded by Federal Grants
6320	Purchases Subject to Bid
6340	Multiple Year Contracts
6350	Competitive Contracting
6360	Political Contributions
6362	Contributions to Board Members and Contract Awards
6421	Purchases Budgeted
6422	Budget Transfers
6423	Expenditures for Non-Employee Activities, Meals, and Refreshments
6424	Emergency Contracts
6440	Cooperative Purchasing
6450	Choice of Vendor
6470	Payment of Claims
6470.01	Electronic Funds Transfer and Claimant Certification
6471	School District Travel
6472	Tuition Assistance
6510	Payroll Authorization
6511	Direct Deposit
6520	Payroll Deductions
6620	Petty Cash
6660	Student Activity Fund
6660.1	Collection and Handing of Sixth Grade Activity Funds
6700	Investments
6810	Financial Objectives



TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

6820	Financial Reports
6830	Audit and Comprehensive Annual Financial Report
6831	Withholding or Recovering State Aid
6832	Conditions of Receiving State Aid



TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

PROPERTY
7000/page 1 of 1

7000 PROPERTY

<u>Number</u>	<u>Title</u>
7100	Long-Range Facilities Planning
7101	Educational Adequacy of Capital Projects
7102	Site Selection and Acquisition
7130	School Closing
7230	Gifts, Grants, and Donations
7243	Supervision of Construction
7250	School and Facility Names
7300	Disposition of Property
7410	Maintenance and Repair
7420	Hygienic Management
7421	Indoor Air Quality Standards
7422	School Integrated Pest Management Plan
7424	Bed Bugs
7425	Lead Testing of Water in Schools
7432	Eye Protection
7433	Hazardous Substances
7434	Smoking in School Buildings and on School Grounds
7435	Alcoholic Beverages on School Premises
7436	Drug Free Workplace
7440	School District Security
7441	Electronic Surveillance in School Buildings and on School Grounds
7450	Property Inventory
7460	Energy Conservation
7461	District Sustainability Policy
7480	Motor Vehicles on School Property
7490	Animals on School Property
7510	Use of School Facilities
7513	Recreational Use of Playgrounds
7520	Loan of School Equipment
7522	School District Provided Technology Devices to Staff Members
7523	School District Provided Technology Devices to Students
7610	Vandalism
7650	School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting



TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

OPERATIONS
8000/page 1 of 2

8000 OPERATIONS

<u>Number</u>	<u>Title</u>
8130	School Organization
8140	Student Enrollments
8210	School Year
8220	School Day
8310	Public Records
8311	Managing Electronic Mail
8320	Personnel Records
8330	Student Records
8335	Family Educational Rights and Privacy Act
8350	Records Retention
8420	Emergency and Crisis Situations
8431	Preparedness for Toxic Hazard
8441	Care of Injured and Ill Persons
8442	Reporting Accidents
8451	Control of Communicable Disease
8451.1	Pediculosis
8453	HIV/AIDS
8461	Reporting Violence, Vandalism, Alcohol, and Other Drug Abuse
8462	Reporting Potentially Missing or Abused Children
8465	Hate Crimes and Bias-Related Acts
8467	Weapons
8468	Crisis Response
8470	Response to Concerted Job Action
8506	School Lunch Program Biosecurity Plan
8540	Free and Reduced Rate Meals
8600	Student Transportation
8601	Student Supervision After School Dismissal
8613	Waiver of Student Transportation
8630	Bus Driver/Bus Aide Responsibility
8660	Transportation by Private Vehicle
8670	Transportation of Special Needs Students



TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

OPERATIONS
8000/page 2 of 2

<u>Number</u>	<u>Title</u>
8710	Property Insurance
8740	Bonding
8750	Employee Indemnification
8760	Student Accident Insurance
8770	School Board Insurance Group
8820	Opening Exercises
8860	Memorials



TABLE OF CONTENTS

NORTH CALDWELL BOARD OF EDUCATION

COMMUNITY
9000/page 1 of 1

9000 COMMUNITY

<u>Number</u>	<u>Title</u>
9120	Public Relations Program
9130	Public Complaints and Grievances
9140	Citizens Advisory Committees
9150	School Visitors
9160	Public Attendance at School Events
9180	School Volunteers
9190	Community Organizations
9200	Cooperation Between Parents and School
9210	Parent Organizations
9230	Parental Responsibilities
9240	Rights of Parents
9260	Parental Liability for Vandalism
9270	Home Schooling and Equivalent Education
9280	Parent Conferences
9320	Cooperation with Law Enforcement Agencies
9323	Notification of Juvenile Offender Case Disposition
9324	Sex Offender Registration and Notification
9400	News Media Relations
9500	Cooperation With Educational Agencies
9541	Student Teachers/Interns
9550	Educational Research Projects
9560	Administration of School Surveys
9700	Special Interest Groups
9713	Recruitment by Special Interest Groups
9720	Solicitations by Vendors

