

## 0141 BOARD MEMBER NUMBER AND TERM

The Board of Education shall consist of nine members.

The term of a Board member shall be three years, ~~except that:~~

~~1. The term of a 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;~~

- ~~2. **A Board** The term of a 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** within sixty days immediately preceding an annual election shall be from the member's appointment to the organizational meeting following the second annual election after his/her appointment **next succeeding the occurrence of the vacancy.**~~

**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

Adopted: 17 July 2012

Revised:



## 0143 BOARD MEMBER ELECTION AND APPOINTMENT

The election and appointment of Board of Education members will be conducted in strict compliance with law.

A vacancy **in the membership of a** ~~on the~~ Board of Education shall ~~will~~ be filled **as follows** by:

1. **By t**~~The~~ **Executive** County Superintendent, if ~~the~~ a vacancy is caused by:
  - a. The absence of candidates for election to the school Board; or
  - b. The removal of a member because of lack of qualifications; or
  - c. The failure of the Board to appoint a person to a vacancy within sixty-five days following its occurrence; or
  - d. ~~A tie for election between~~ **Two or more candidates qualified by law for membership on the Board receiving an equal number of votes in a special runoff election.**
2. **By the Executive County Superintendent, to a number sufficient to make up a quorum of the Board if, by reason of vacancies, a quorum is lacking;**
- 2 3. **By s**~~Special~~ election within sixty days of the annual **school** election, if:
  - a. Two or more ~~qualified~~ candidates **qualified by law for membership on the school Board receive an equal number of votes in the annual school election** ~~tie for election;~~ or
  - b. The annual election is disqualified due to improper election procedures.
3. ~~The County Superintendent, to a number sufficient to make up a quorum of the Board if, by reason of vacancies, a quorum is lacking;~~
4. **By t**~~The~~ Commissioner of Education if there is a failure to elect a member at the annual school election due to improper **campaign** ~~election~~ practices; or



5. **By a** ~~A~~ majority vote of the remaining members of the Board of Education after the vacancy occurs in all other cases.

The Board Secretary shall promptly notify the President of a vacancy to be filled by the Board. ~~T~~he President shall inform all other Board members. The Board will give public notice of the vacancy and invite any qualified person to submit a written request for consideration of his/her candidacy for the vacancy. The Board may also require candidates submit a resume with their written request.

In considering candidates who have expressed an interest in a vacancy, the Board of Education may interview ~~interested~~ candidates in public or executive session. The Board **must will** vote to appoint a candidate to a vacancy in public session **and there shall be no decisions made in executive session**. In the event interviews are conducted in executive session, Board members, in the public session nomination and voting process, shall express their opinion in support of their vote ~~for a candidate~~ **so the public can witness any deliberations, policy formulation, and the decision making process of the Board**.

A roll call vote will be conducted on candidates in the order the candidates were nominated with a second. If there are two or more vacancies, each vacancy will be filled by a separate election process. The first candidate who receives the votes of a majority of the remaining Board members will be elected to the vacancy. In the event no candidate receives a majority vote of the remaining Board members, ~~a second~~ **another** election **process** shall be conducted between the two candidates receiving the highest number of votes.

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

Adopted: 17 July 2012

**Revised:**



## 2468 INDEPENDENT EDUCATIONAL EVALUATIONS

Special education law permits a parent to request an independent educational evaluation (IEE) for their child if there is disagreement with any assessment conducted as part of an initial evaluation or reevaluation provided by the Board of Education. An “independent educational evaluation” is an evaluation conducted by a qualified examiner who is not an employee of the public school district responsible for the education of the child in question. Such IEEs shall be provided at no cost to the parent unless the school district initiates a due process hearing in accordance with the provisions of N.J.A.C. 6A:14-2.7 et seq. to show that its evaluation is appropriate and a final determination to that effect is made following the hearing. If it is determined the school district’s evaluation is appropriate, the parent still has the right to an IEE, but not at the school district’s expense.

Upon receipt of a written and signed parental request for an IEE, the school district shall provide the parent with information about where an IEE may be obtained and the criteria for IEEs according to N.J.A.C. 6A:14-2.5(c)3 and (c)4 and the additional criteria outlined below in this Policy:

1. Any IEE paid for with public funds shall:
  - a. Be conducted according to the provisions of N.J.A.C. 6A:14-3.4; and
  - b. Be obtained from another public school district, educational services commission, jointure commission, a clinic or agency approved under N.J.A.C. 6A:14-5, or private practitioner, who is appropriately certified and/or licensed, where a license is required.
2. An independent medical evaluation may be obtained according to N.J.A.C. 6A:14-5.1(e).

Additional criteria for an IEE shall be as follows:

1. The Board will not pay for an IEE unless it complies with the following criteria unless the parent can show that unique circumstances warrant deviation from same:
  - a. The independent evaluator must be appropriately certified and/or licensed in the State of New Jersey. In instances where no applicable certification/license exists, the evaluator must provide the Board with documentation of extensive and recent training and experience related to the assessment of the known or suspected disability;



- b. The independent evaluator may only charge fees for educational evaluation services that, in the judgment of the Board, are reasonable in accordance with 2. below;
  - c. The independent evaluator must be free from any conflict of interest;
  - d. The independent evaluator and members of the Child Study Team must be permitted to directly communicate and share information with each other. The independent evaluator must also agree to release the assessment information, results, and report(s) to the school district prior to receipt of payment for services;
  - e. For any independent evaluation, whether paid for with public or private funds, the school district shall permit the evaluator to observe the pupil in the classroom for a period of ~~time determined in consult with the Director of Special Services or other educational setting~~, **two (2) hours and will be accompanied with a member of the Child Study**, as applicable; and
  - f. The independent evaluator shall make at least one contact with the pupil's case manager for the purpose of determining how the pupil is progressing in his/her current programming.
2. The maximum allowable cost for an independent evaluation will be limited to the reasonable and customary rate, as determined and approved by the Board annually. This rate shall be in the range of what it would cost the Board to provide the same type of assessment through either another public school district, educational services commission, jointure commission, a clinic or agency approved under N.J.A.C. 6A:14-5, or private practitioner, who is appropriately certified and/or licensed, where a license is required. This Board-approved rate shall be provided to the parent upon their request for an IEE. The Board shall not be responsible for any costs beyond the IEE, such as transportation, lodging, food, etc.
    - a. The parent may provide documentation to the Board demonstrating unique circumstances to justify an IEE that exceeds the maximum allowable cost established by the Board. If, in the Board's judgment, there is no justification for the excess cost, the Board may agree to fund the IEE up to the school district's maximum allowable cost with the parent responsible for any remaining costs. In the alternative, the Board may request a due process hearing to enforce its established maximum allowable cost.



Upon receipt of a parental request for an IEE, the school district shall take steps to ensure **that information about where an IEE can be obtained at no cost to parents** the IEE is provided without undue delay or not later than twenty calendar days after receipt of the parental request, the school district shall request a due process hearing in accordance with the provisions of N.J.A.C. 6A:14-2.7 et seq. to show that its evaluation is appropriate.

If a parent requests an IEE, the school district may ask the parent to explain why he or she objects to the school district's evaluation. ~~If a parent seeks an independent evaluation in an area not assessed as part of an initial evaluation or reevaluation, the school district shall first have the opportunity to conduct the requested evaluation in accordance with N.J.A.C. 6A:14-2.5e.~~ However, the school district shall not require such an explanation and shall not delay either providing the IEE or initiating a due process hearing to defend the school district's evaluation.

Any IEE submitted to the district, including an IEE obtained by the parent at private expense, shall be considered in making decisions regarding special education and related services.

If an Administrative Law Judge orders that an IEE be conducted, the IEE shall be obtained by the district in accordance with the decision or Order of the Administrative Law Judge, and the Board of Education shall pay the cost of the IEE in accordance with the provisions of this Policy.

A parent is entitled to only one IEE paid for by the Board each time the school district conducts an evaluation with which the parent disagrees. **One IEE may include multiple assessments but the parents must specify all independent assessments sought at the time they request the IEE, and are not permitted to add to the list after the request is submitted.**

**Parents must request an IEE within twelve (12) months from the date of the eligibility conference at which the district initiated assessments leading to the request for the IEE.**

N.J.A.C. 6A:14-2.5; 6A:14-2.7  
CFR Section 300.502

Adopted: 17 September 2013  
Revised:



## 2622 STUDENT PUPIL ASSESSMENT

**The Commissioner of Education shall implement a system and related schedule of Statewide assessments to evaluate student achievement of The New Jersey Statewide assessment program has been designed to measure the extent to which all pupils at the elementary, middle, and secondary levels have attained the New Jersey's Core Curriculum Content Standards in accordance with the provisions of N.J.A.C. 6A:8-4.1 et seq. The Board of Education is required to administer the applicable Statewide assessments according to the schedule prescribed by the Commissioner will comply with implementing the schedule of the New Jersey State Board of Education Statewide assessment program.**

**State assessments provide parents with important information about their child's progress; detailed diagnostic information about each individual student's performance that educators, parents, and students can utilize to enhance foundational knowledge and student achievement; and include item analysis which will clarify a student's level of knowledge and understanding of a particular subject or area of a subject. The data derived from State assessments will be utilized by teachers and administrators to pinpoint areas of difficulty and customize instruction accordingly. Such data can be accessed and utilized as a student progresses to successive school levels.**

**The New Jersey Department of Education, pursuant to State law and regulations, requires all students to take State assessments as scheduled. There is no provision for a student to opt-out of Statewide assessments. If a student is absent on a testing date, the student will be expected to take the missed test on another school day. Parents and students will be informed of all scheduled testing dates, including make-up testing dates for students who missed the initial testing date.**

### **Statewide Assessments System**

The Superintendent of Schools shall develop and **annually** present to the Board ~~annually~~ for its approval an assessment program that complies with **the** rules of the State Board of Education.

### **Test Administration Procedures and Security Measures**

**All Statewide assessments shall be administered in accordance with the Department of Education's required test administration procedures and security measures. Any breach of such procedures or measures shall be immediately reported to the Superintendent or designee.**



## Documentation of Student Achievement Records

**The Department of Education shall provide the Superintendent with documentation of student achievement after administration of each test in accordance with the provisions of N.J.A.C. 6A:8-4.2.** The Board shall maintain an accurate record of each **student's pupil's** performance on Statewide assessments in accordance with N.J.A.C. 6A:8-4.2. ~~Notwithstanding Policy 8330, Information regarding individual student pupil test scores shall only be released only to the pupil, his/her parent(s) or legal guardian(s), or individuals eligible by court order and school personnel and school officials deemed authorized by~~ **in accordance with** Federal and State law.

## Accountability

**The Superintendent shall report preliminary and final results of annual assessments to the Board of Education as required by the New Jersey Department of Education. The Board will provide parents, students, and citizens with results of annual assessments according to N.J.A.C. 6A:8-4.2. The Board shall provide appropriate instruction to improve skills and knowledge for students performing below established levels of student proficiency in any content area either on Statewide or local assessments. All students are expected to demonstrate the knowledge and skills of the Core Curriculum Content Standards as measured by the Statewide assessment system.**

## Public Reporting ~~Dissemination of Information~~

In accordance with the requirements of N.J.A.C. 6A:8-4.5, the **Department of Education** ~~school district is required to~~ **shall** report annually to the State Board of Education and the public on the progress of all **students pupils** and **student pupil** subgroups in meeting the Core Curriculum Content Standards as measured by the Statewide assessment system. ~~by publishing and distributing the Department of Education's annual New Jersey School Report Card in accordance with N.J.S.A. 18A:7E-2 through 6 and the New Jersey Open Public Records Act, N.J.S.A. 47:1A-1 et seq.~~ **In public reporting of school and district performance data, the Department of Education shall not compromise the confidentiality of individual students.**

## Parental Notification

~~Parents(s) or legal guardian(s)~~ shall be informed of the district assessment **system program** and of any special tests that are to be administered to their children.

## PROGRAM EXCEPTIONS





## Pupils With Disabilities

~~Pupils with disabilities shall participate in all State assessment systems in accordance with provisions as outlined in N.J.A.C. 6A:14-4.10. Accommodations and modifications approved by the New Jersey Department of Education for the administration of the Statewide assessment shall be provided when determined necessary by the Individual Education Plan (IEP) team to pupils with disabilities who participate in general Statewide assessments. Pupils with disabilities shall participate in the Alternative Proficiency Assessment (APA) as provided for in N.J.A.C. 6A:14-4.10(a)2.~~

## Student Accommodations/Modifications

**The Board shall provide appropriate accommodations or modifications to the Statewide assessment system as specified by the Department of Education for English Language Learners (ELLs) and students with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act as determined by the Individualized Educational Plan (IEP) or 504 Team in accordance with N.J.A.C. 6A:8-4.1(d)1.**

## English Language Learner (ELL)

~~An English language learner is a person who is in the process of acquiring English and has a first language other than English. ELLs are the same pupils who are sometimes referred to as limited English proficient (LEP). All ELLs shall participate in all Statewide assessments and may be provided appropriate accommodations or modifications as approved by the New Jersey Department of Education.~~

~~All ELLs shall satisfy the requirements for high school graduation according to N.J.A.C. 6A:8-5.1, except that any ELL may demonstrate they have attained State minimum levels of proficiency through:~~

- ~~1. — Passage of the Alternative High School Assessment (AHSA) process in their native language and passage of an English fluency assessment approved by the New Jersey Department of Education; or~~
- ~~2. — Passage of the AHSA process in English with appropriate accommodations.~~

~~Pupils with disabilities as defined in N.J.A.C. 6A:14-1.3 or eligible under Section 504 of the Rehabilitation Act and who participate in the AHSA process are not required to participate in repeated administrations of the High School Proficiency Assessment (HSPA).~~



N.J.S.A. ~~18A:7C-6.2~~ **18A:7C-1**  
N.J.A.C. ~~6A:7-1.7; 6A:8-4.1 et seq.; 6A:8-5.1; 6A:14-1.1 et seq.; 6A:14-3.7;~~  
~~6A:14-4.10; 6A:14-4.12; 6A:15-1.11~~

Adopted: 17 July 2012  
Revised: 20 November 2012

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## 3230 OUTSIDE ACTIVITIES

The Board of Education recognizes that teaching staff members enjoy a private life outside their job responsibilities in the school district. The Board believes the role of the teaching profession is such that teachers exert a continuing influence away from the school district. Accordingly, the Board reserves the right to determine if activities outside the teaching staff member's job responsibilities interfere with their professional performance and the discharge of the member's responsibilities to the **students pupils** of this district.

~~The Board directs that~~ All teaching staff members **are advised to** be governed in the conduct of personal activities by the following guidelines:

- ~~1. Teaching staff members are advised to refrain from conduct, associations, and offensive speech that, if given publicity, would tend to have an adverse or harmful effect upon pupils or the school community;~~
21. Teaching staff members shall not devote time during their work day to an outside private enterprise, business, or business organization. They shall not solicit or accept customers for a private enterprise, business, and/or business organization on school grounds during their work day without the express permission of the Superintendent;
32. The Board does not endorse, support, or assume liability in any way for any staff member of this district who takes **students pupils** on trips not approved by the Board or Superintendent, and shall not be liable for the welfare of **students pupils** who travel on such trips. Any staff member who takes **students pupils** of this district on a trip not approved by the Board or Superintendent shall clearly and concisely inform the parent(s) of any **student pupil** solicited and/or attending such a trip that the trip is not endorsed, supported, approved, or authorized by the Board of Education. A staff member shall not solicit **students pupils on school grounds** of this district for trips not approved by the Board or Superintendent ~~on school grounds of the district without permission of the Superintendent;~~
3. **The Board does not endorse, support, or assume liability in any way for any teaching staff member of this district who conducts a private activity in which students or employees of this district participate;**
4. Teaching staff members shall not ~~campaign on school grounds during their work day;~~ send campaign literature home with **students pupils**, or request, direct, or have **students pupils** distribute campaign literature on behalf of any candidate for



local, State, or national office or for any bond issue, proposal, or any public question submitted at any general, municipal, or school election. **No student shall be requested or directed by any teaching staff member to engage in any activity which tends to promote, favor, or oppose any such candidacy, bond issue, proposal, or public question;**

5. Teaching staff members shall not privately tutor **students** pupils for compensation that are currently enrolled in their classes; and
6. Copyrights and patents to materials or equipment developed, written, prepared, processed, or tested by teaching staff members in the performance of their professional duties reside with and may be claimed by the Board.

N.J.S.A. 18A:42-4  
N.J.S.A. 19:1.1 et seq.

Adopted: 17 July 2012  
Revised: 17 September 2013; \_\_\_\_\_



## 4230 OUTSIDE ACTIVITIES

The Board of Education recognizes that support staff members enjoy a private life outside their job responsibilities in the school district. The Board believes that school employees exert a continuing influence away from the school district. Accordingly, the Board reserves the right to determine if activities outside the support staff member's job responsibilities interfere with their performance and the discharge of the support staff member's responsibilities to this district.

~~The Board directs that~~ All support staff members **are advised to** be governed in their activities outside the school by the following guidelines:

- ~~1. Support staff members are advised to refrain from conduct, associations, and offensive speech that, if given publicity, would tend to have an adverse or harmful effect upon pupils or the school community;~~
21. Support staff members shall not devote time during their work day to an outside private enterprise, business, or business organization. They shall not solicit or accept customers for a private enterprise, business, and/or business organization on school grounds during their work day without the express permission of the Superintendent;
32. The Board does not endorse, support, or assume liability in any way for any **support** staff member of this district who conducts a private activity in which **students** pupils or employees of this district participate;
43. Support staff members shall not ~~campaign on school grounds during their work day,~~ send campaign literature home with **students** pupils, or request, direct or have **students** pupils distribute campaign literature on behalf of any candidate for local, State, or national office or for any bond issue, proposal, or any public question submitted at any general, municipal, or school election. **No student shall be requested or directed by any support staff member to engage in any activity which tends to promote, favor, or oppose any such candidacy, bond issue, proposal, or public question;** and
54. Copyrights and patents to materials or equipment developed, written, prepared, processed, or tested by support staff members in the performance of their school district duties reside with and may be claimed by the Board.



# POLICY

## RANDOLPH BOARD OF EDUCATION

SUPPORT STAFF MEMBERS  
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Outside Activities

**N.J.S.A. 18A:42-4**  
**N.J.S.A. 19:1.1 et seq.**

Adopted: 17 July 2012  
Revised: 17 September 2013; \_\_\_\_\_

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### 5515 PUPIL STUDENT PARKING

Only students with Randolph Township School District parking permits may use school parking facilities. The administration shall establish rules and regulations governing the issuance of Randolph Township School District parking permits and student use of school parking facilities. Parking permit applications must include written proof that at least one of the student's parents or guardians has attended a Board-approved safe driving program within four (4) calendar years prior to the date of the application. The administration will assess a reasonable fee for parking permits.

Adopted: 17 July 2012

**Revised:**

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## R 5515 PUPIL STUDENT PARKING

### Procedures and Practices at Randolph High School

1. Board of Education Policy Number 5515 - Pupil Parking states that pupil applications for parking permits must include written proof that at least one of the applicant's parent(s) or legal guardian(s) has attended a Board approved Teen Driver Safety Program (~~Alive at 25~~ **Share the Keys**) within four calendar years prior to the date of the permit application.
  - a. Parent classes in the Teen Driver Safety Program (~~Alive at 25~~ **Share the Keys**) are offered throughout the school year. Information regarding classes can be found on the district website-www.rtnj.org.
  - b. After each scheduled session, a list of parent(s) and/or guardian(s) who satisfactorily complete the Teen Driver Safety Program will be forwarded to the high school administration by the Physical Education and Health Supervisor or designee.
  - c. A letter/certificate or certification card will be provided to the parent(s) or guardian(s) indicating satisfactory completion of the required parent class in the Teen Driver Safety Program. The presenters on the night of the program will distribute the certificates.
2. Only pupils with school issued parking permits may use school parking facilities. The permit process begins with completion of the permit application. The application includes the following:
  - a. Vehicle insurance information;
  - b. Proof of valid driver's license;
  - c. Vehicle make, model, color and license plate information;
  - d. Vehicle owner information; and
  - e. Pupil and parent/guardian signature indicating that Board of Education Pupil Parking Policy Number 5515 - Pupil Parking has been read and understood.





# REGULATION

## RANDOLPH BOARD OF EDUCATION

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Pupil Parking

- 3 2. High school pupils submit the completed applications and fee to the Randolph High School Security Officer.

A parking permit will only be issued to a high school pupil possessing a valid driver's license. A fee will be charged per semester. All checks written to pay the parking fee shall be made payable to Randolph Board of Education. A fee will be assessed for the replacement of a lost or stolen parking permit.

Parking permits are issued based upon a lottery of parking spaces available to pupils. Parking permits are assigned according to the following criteria:

1. High school pupils in the Challenger or Option II Program will be issued a space providing they meet the requirements of the course. These pupils leave school early to attend classes at County College of Morris or report to a part-time job.
2. High school pupils who are both eligible and who voluntarily agree to car pool and share a parking space will receive a parking space and will not enter the lottery system. Pupils who car pool will be assigned half of the fee each, dividing the total cost of the fee for the parking space.
3. High school pupils who participate in the first semester lottery and do not receive a parking permit/space, will be issued a parking space for the second semester without participation in the lottery.
4. High school pupils with complete permit applications will enter the parking. The process operates as follows:
  - a. Personal information identifying each applicant shall be concealed.
  - b. The pupil parking permit process shall be overseen by the high school administration and parking tags distributed accordingly.
  - c. The process shall be held at the start of each semester.

### Parking Privilege Rules

1. Pupil vehicles parked on school grounds are subject to search in accordance with Board policy.
2. Pupils are not permitted to park in spaces designated for faculty, staff, visitor, or spaces along the sidewalk reserved for buses.



# REGULATION

## RANDOLPH BOARD OF EDUCATION

PUPILS  
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Pupil Parking

3. All pupil cars shall have on display distinguishing identification for pupils with graduated driver's licenses. Permits and identification shall be conspicuously placed for pupils driving motorcycles or mopeds.
4. To ensure the safety of everyone in the school community, traffic regulations must be obeyed and good judgment must be demonstrated at all times.
5. Speed limit within the parking lots is five miles per hour; fifteen miles per hour on the campus loop road. On school grounds, speeding offenses will result in a loss of driving privilege.
6. The Randolph Township Police Department may issue tickets for improper parking, speeding, and/or reckless driving.
7. During the school day, pupils are not permitted to visit, sit in or work on their cars. Cars should be locked. In extenuating circumstances, a pupil wishing to visit his/her car may secure permission from a building administrator.
8. Pupils may not leave school grounds without an authorized pass. Any pupil leaving campus without authorization will automatically lose his/her parking permit for the remainder of the semester. No refund of the parking fee will be issued. Transporting another pupil off campus without authorization will also result in loss of the driving privilege.
9. School authorities may revoke the driving privilege of any pupil who violates the prescribed driving and/or parking regulations.

*Issued: 14 April 2009*  
*Revised: 5 December 2011*

Adopted: 15 January 2013

**Revised:**

