

**CHAPTER 2
COMMISSIONER**

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SUBCHAPTER 1. GENERAL PROVISIONS

6A:2-1.1 Title and aim

(a) By statute, the Commissioner of Education is the chief executive and administrative officer of the Department of Education, is the official agent of the State Board of Education for all purposes and is the budget request and approval officer of the Department of Education. The Commissioner is Secretary of the State Board of Education and Chairperson of the State Board of Examiners.

(b) The Commissioner is appointed by the Governor, with the advice and consent of the Senate, and serves at the pleasure of the Governor during the Governor's term of office and until his/her successor is appointed.

6A:2-1.2 Powers and duties

(a) The powers and duties of the Commissioner are as follows:

1. The Commissioner is empowered to decide legal controversies and disputes arising under school laws or State Board regulations and his/her decisions have the force of law;

2. To apportion State aid to local school districts;
3. To issue teacher certificates;
4. To approve vocational schools;
5. To issue rules and regulations for the classification of students with disabilities;
6. To conduct Statewide tests;
7. To prescribe minimum courses of study for elementary and high schools;
8. To withhold State aid from local school districts which fail to comply with school law or State Board regulations; and
9. To promulgate such other rules and regulations as may be authorized by statute or the State Board.

SUBCHAPTER 2. ORGANIZATION OF THE DEPARTMENT

6A:2-2.1 Organizational structure

The Commissioner of Education shall develop and present to the State Board of Education for its approval an organizational chart which includes all divisions of the Department of Education and all other units for which managerial appointments require State Board approval pursuant to N.J.A.C. 6A:2-2.2. This chart shall be published in the New Jersey Register and incorporated herein by reference as an Appendix to this subchapter pursuant to N.J.S.A. 52:14B-4(b).

6A:2-2.2 Personnel: method of operations

(a) The Commissioner shall appoint, subject to the approval of the State Board, the assistant commissioner for each division of the Department, the chief officers reporting directly to the assistant commissioners for each division, each county superintendent, the superintendent of the State School for the Deaf, the director of compliance, the director of State Operated School Districts, the special assistant for School Improvement and the managers of those offices that coordinate board meetings, hear and determine controversies and disputes, including those concerning school ethics, and process state board appeals.

(b) The Commissioner shall recommend for appointment by the State Board the State District Superintendent for each State operated school district.

(c) All other personnel appointments shall be made by the Commissioner subject to the notification procedure in (d) below.

(d) The Commissioner shall regularly report to the Board as to all appointments and removals including resignations, transfers, and vacancies. The Commissioner shall also report to the Board as to any acting appointments that he or she has made for the positions specified in (a) above. An acting county superintendent appointment made pursuant to N.J.S.A. 18A:7-2 shall be made subject to the requisite State Board approval. In the event an acting appointment to one of the positions specified in (a) above continues for more than 60 days, the Commissioner shall report to the State Board on the progress toward filling that position on a permanent basis.

(e) In cases where the Commissioner's personnel actions affect the organizational chart or the fulfillment of regulatory requirements, the Commissioner shall advise the Board of such implications and of actions required for resolution.

6A:2-2.3 Basic composition of the Department

(a) The Department of Education consists of a State Board of Education, the Commissioner of Education and such divisions, offices, bureaus, branches, committees, other organizational units and officers and employees as allowed by law and as necessary to carry out the Department's statutory mandates.

(b) The basic organizational design of the Department is indicated in the Organizational Chart (see Appendix to this subchapter) with the executive functions as follows:

1. Pursuant to N.J.S.A. 18A:4-9 and 18A:4-22, the Commissioner of Education is:

- i. Secretary of the State Board of Education;
- ii. The chief executive and administrative officer of the Department of Education, having general charge and supervision of the work of the Department;
- iii. The official agent of the State Board for all purposes; and
- iv. The budget request officer and approval officer of the Department.

2. Pursuant to N.J.S.A. 18A:4-33, the Commissioner shall designate an assistant commissioner as deputy commissioner with full power to act in his or her place and stead during any absence or inability of the Commissioner and at such other times as the Commissioner may designate.

6A:2-2.4 Reporting responsibilities

(a) The following senior managers report directly to the Commissioner:

1. The Assistant Commissioner of Executive Services. The following organizational units and their chief officers report directly to the Assistant Commissioner for the Division of Executive Services:

- i. The Director of the State Board Office;

- ii. The Director of State Board Appeals;
- iii. The Director of Controversies and Disputes;
- iv. The Director of Governmental Relations and Strategic Initiatives; and

v. The Director of the School Ethics Commission;

2. The Assistant Commissioner for Information and Management Services. The following organizational units and their chief officers report directly to the Assistant Commissioner for the Division of Information and Management Services:

- i. The Director of Administration;
- ii. The Director of Information Technology;
- iii. The Director of Educational Technology; and
- iv. The Director of Grants Management and Development;

3. The Assistant Commissioner for Field Services. The following organizational units and their chief officers report directly to the Assistant Commissioner for the Division of Field Services:

- i. The coordinating county superintendent in each of the three regions and the remaining county superintendents of schools in each of the 21 counties;
- ii. The Superintendent of the Marie H. Katzenbach School for the Deaf; and
- iii. The Manager of Community Services;

4. The Assistant Commissioner for Academic and Career Standards. The following organizational units and their chief officers report directly to the Assistant Commissioner for the Division of Academic and Career Standards:

- i. The Director of Standards and Professional Development;
- ii. The Director of Assessment;
- iii. The Director of Innovative Programs and Practices;
- iv. The Director of School-to-Career and College Initiatives; and
- v. The Director of Licensing and Credentials;

5. The Assistant Commissioner for Student Services. The following organizational units and their chief officers report directly to the Assistant Commissioner for the Division of Student Services:

- i. The Director of Educational Support Services and Interagency Initiatives;
- ii. The Director of Special Education Programs;
- iii. The Director of Bilingual Education and Equity Issues;

- iv. The Director of Specialized Populations; and
- v. The Director of Program Review and Improvement;
- 6. The Assistant Commissioner for Finance. The following organizational units and their chief officers report directly to the Assistant Commissioner for the Division of Finance:
 - i. The Director of Fiscal Standards and Efficiency;
 - ii. The Director of School Finance;
 - iii. The Director of Pupil Transportation; and

- iv. The Director of Fiscal Review and Improvement;
- 7. The Director of Compliance;
- 8. The Director of State Operated School Districts; and
- 9. The Special Assistant for School Improvement.

6A:2-2.5 Public information requests

Members of the public may obtain general information from the Department of Education by writing to or telephoning the Public Information Office, Department of Education, PO Box 500, Trenton, NJ 08625, (609) 292-4041.

APPENDIX

