

CHAPTER 32

SCHOOL DISTRICT OPERATIONS

Authority

N.J.S.A. 18A:4-10, 18A:4-15, 18A:6-7.2a, 18A:6-50, 18A:7A-1, 18A:7A-1.1, 18A:10-6, 18A:12-21 et seq., 18A:13-14, 18A:16-1, 18A:17-14 to 14.3, 18A:17-17, 18A:17-20, 18A:17-32, 18A:22-14, 18A:22-19, 18A:24-11, 18A:27-15, 18A:28-9, 18A:28-13, 18A:29-6 to 29-16, 18A:38-1, 18A:40-12.1 and 18A:49-1 to 8.

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SUBCHAPTER 1. SCOPE AND PURPOSE

6A:32-1.1 Scope and purpose

The rules in this chapter are intended to provide assistance to district boards of education and school district administrators regarding the daily operation of their schools.

SUBCHAPTER 2. DEFINITIONS

6A:32-2.1 Definitions

The following words and terms, when used in this chapter, shall have the following meanings unless the context clearly indicates otherwise:

“Access” means the right to view, to make notes, and/or to reproduce the student record.

“Administrative principal” means the principal who works directly with the district board of education in a school district that has no position of superintendent of schools.

“Adult student” means a person who is at least 18 years of age, or is attending an institution of postsecondary education, or is an emancipated minor.

“Advanced course” means any course or subject not previously taken in an approved school district program for which additional credits or advanced placement may be awarded upon successful completion of the course.

“Appropriately certified personnel” means personnel qualified to perform duties of supervision, including the superintendent, assistant superintendent, principal, assistant principal, vice principal, and supervisor of instruction who hold the appropriate certificate and who are designated by the district board of education to supervise instruction.

“Average daily attendance” means the total number of days that a student is present in school divided by the total possible number of days of attendance.

“Board of school estimate” means the governing body of a Type I school district, pursuant to N.J.S.A. 18A:22-1.

“Challenge objective” means a school-level objective that is developed when student performance or behavior is at or above minimum State standards.

“Chief school administrator” means the superintendent of schools, or if there is no superintendent, the administrative principal.

“Community” means the community at large, including, but not limited to, the parents of students.

“Commissioner” means the Commissioner of Education or the Commissioner’s designee.

“County superintendent” means a county superintendent of schools pursuant to N.J.S.A. 18A:7-7.1 et seq.

“Department of Education” means the New Jersey State Department of Education.

“District board of education” means and includes the board of education of any school district, pursuant to N.J.S.A. 18A:18A-2.

“Elementary” means kindergarten, grades one through six and grades seven and eight without departmental instruction.

“Employee” means the holder of any full- or part-time position of employment.

“Employee assurance statement” means a statement signed by the employee, certifying that information supplied by the employee is true to the best of his or her knowledge.

“Enrichment course” means any course or subject of a vocational nature for which no credits are to be awarded.

“Evaluation” means a written assessment prepared by the administrative or supervisory staff member who visits the work station of a teaching staff member for the purpose of observing that individual’s performance of assigned duties.

“Group 1 school districts” means those school districts that meet the standards for student performance and behavior according to N.J.A.C. 6A:8-4.4(a) and 6A:32-12.2 and 13.1, and, therefore, will receive an abbreviated on-site evaluation.

“Group 2 school districts” means those school districts that do not meet the standards for student performance and behavior according to N.J.A.C. 6A:8-4.4(a) and 6A:32-12.2 and 13.1 and, therefore, will receive a full on-site evaluation.

“Health history” means the record of a person’s past health events obtained in writing, completed by the individual or his or her physician.

“Health screening” means the testing of a person, using one or more diagnostic tools, to determine the presence or precursors of a particular disease.

“Indicators of student progress and growth” means the results of formal and informal assessment of students as defined in N.J.A.C. 6A:8, Standards and Assessment.

“Individual professional development plan” means a written statement of actions developed by the supervisor and the teaching staff member to continue the teaching staff member’s professional growth and/or correct deficiencies. The individual professional development plan includes **timelines** for implementation, and responsibilities of the individual teaching staff member and the school district for implementing the plan.

“Job description” means a written specification of the function of a position, duties and responsibilities, the extent