

District
Bylaws/Policies/
Regulations for
Second Reading
and Adoption

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.

The following standing committees and liaison representatives are recognized as official committees and liaison representatives of the Township of Berkeley Heights Board of Education with members appointed by the President to serve a one year term with the consent of the majority of the Board.

Standing Committees

1. Athletics/Co-Curricular
2. Curriculum
3. Finance/Facilities
4. Negotiations
5. Personnel
6. Policy
7. Strategic Planning
8. Technology/Communications
- 9. Mountainside**

Liaisons

- 1. BH Town Council**
- 2. BH Parent Teacher Organization Council (PTO)**
- 3. BH Education Foundation (BHEF)**
- 4. BH PTO Curriculum Committee**
- 5. BH Special Education Parent Advisory Group (SEPAG)**
- 6. Governor's Educator of the Year (District)**
- 7. Harassment, Intimidation and Bullying (HIB) (District)**
- 8. Technology Advisory Board (District)**
- 9. BH Veteran Affairs Committee (Township)**
- 10. BH Recreation Commission (Township)**
- 11. Complete and Green Streets Task Force (Township)**
- 12. Union County School Boards Association (UCSBA)**
- 13. Union County Educational Services**

~~1. Town Council~~

~~2. PTO Council~~

~~3. Diversity Committee (District)~~

~~4. Truth, Community Healing, and Inclusion Committee (Township)~~

~~5. Education Foundation~~

~~6. Environmental Commission~~

~~7. HIB~~

~~8. Legislation~~

~~9. NJSBA~~

~~10. Recreation Commission~~

~~11. Special Education~~

~~12. Technology Advisory Board~~

~~13. UCSBA~~

~~14. Union County Educational Services~~

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. Ad hoc committees are designed to study specific areas of unusual or nonrepetitive problems. Ad hoc Committees, through their chairperson, shall report monthly to the Board any progress made in their area of study. When a specific study has been completed, a written recommendation shall be presented to the Board for its consideration and action. Upon completion of its assigned task, the committee will be dismissed.

Committees are not authorized to take action on behalf of the Board. Each committee shall have a chairperson who is to be appointed by the Board President.

Standing Committees shall consist of three Board members, excluding alternate 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.

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. As soon as is practicable following each committee meeting, the Chairperson or their appointee shall document the minutes of the committee meetings, with the exclusion of the Negotiations Committee or other matters as provided by law. At a minimum, the minutes shall specify the date, time, attendees, and items discussed at the meeting. Copies of committee minutes shall be distributed promptly to all Board members by the Chairperson or Board Secretary.

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 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.

The selection and interview process relating to the hiring of a new Superintendent or Interim Superintendent shall be at all times conducted by the Board as a whole and not through the committee process.

A committee, with the consent of the Board, may be discharged at any time.

(8130)

Adopted: 13 July 1964

Revised: 11 November 1974

11 February 1991

15 February 2001

28 April 2022

22 December 2022

14 September 2023

14 December 2023

12 December 2024

Berkeley Heights Public School District

2200 CURRICULUM CONTENT

The Board of Education will provide the instruction and services mandated by law and rules as necessary for the implementation of a thorough and efficient system of free public education and such other instruction and services as the Board deems appropriate for the thorough and efficient education of the **pupils students** of this district. The Board shall annually approve a list of all programs and courses that comprise the district's curriculum and shall approve any subsequent changes in the curriculum in accordance with ~~Policy No. 2220~~ **Policy 2220 – Adoption of Courses.**

For **the** purposes of this Policy "curriculum" means planned learning opportunities designed to assist **students pupils** toward the achievement of the intended outcomes of instruction.

The curriculum will be reviewed by the Superintendent and ~~approved annually by the Board. In accordance with law, the curriculum~~ shall, as a minimum, include the curricular mandates of N.J.S.A. 18A –Education, and N.J.A.C. 6 AND 6A - Education, and ~~all of~~ the New Jersey **Student Learning Standards** ~~Core Curriculum content Standards and Cumulative Progress Indicators and the courses required by Policy No. 5460 and N.J.A.C. 6A:8-5 for high school graduation~~ and the courses required by Policy 5460 – High School Graduation and N.J.A.C. 6A:8-5 for high school graduation.

The Superintendent is responsible for implementing the curriculum approved by the Board.

The ~~Board directs that the~~ curriculum **shall** be consistent with the educational goals and objectives of this district **and the New Jersey Student Learning Standards and be** responsive to identified **student pupil** needs. The Superintendent shall, in consultation with ~~teaching~~ staff members, assure ~~promote~~ the effective articulation of curriculum across all grade levels and among the schools of this district.

~~As a minimum, the curriculum shall provide:~~

- ~~1. Preparation of all students for employment or post secondary study upon graduation from high school.~~
- ~~2. Instruction workplace readiness skills, visual and performing arts, comprehensive health and physical education, language arts literacy, mathematics, science, social studies (including instruction on the Constitution of the United States, United States history, Community Civics, and the geography, history and civics of New Jersey), and World Languages;~~
- ~~3. Continuous access to sufficient programs and services of a library/media facility, classroom collection, or both, to support the educational program of all pupils in accordance with Policy No. 2530;~~
- ~~4. Guidance and counseling to assist in career and academic planning for all pupils, in~~

~~accordance with Policy No. 2411;~~

~~5. A continuum of educational programs and services for all children with disabilities, in accordance with Policy No. 2460;~~

~~6. Bilingual education, English as a second language, and English language services for pupils of limited English language proficiency, when the number of such pupils so necessitates, in accordance with Policy No. 2423;~~

~~7. Programs and services for pupils at risk who require remedial assistance in accordance with Policy Nos. 2414, 2415 and 5460;~~

~~8. Equal educational opportunity for all pupils in accordance with Policy Nos. 2260, 5750 and 5755;~~

~~9. Career awareness and vocational education at appropriate grade levels;~~

~~10. Educational opportunities for pupils with exceptional abilities, in accordance with Policy No. 2464;~~

~~11. Instruction in the development of study skills and information processing skills, in accordance with Policy Nos. 2426 and 2427.~~

~~12. Instruction in accident and fire prevention;~~

~~13. A substance abuse prevention program;~~

~~14. A program for family life education; and~~

~~15. Programs that encourage the active involvement of representatives from the community, business, industry, labor and higher education in the development of educational programs aligned with the standards.~~

~~[N.J.S.A. 18A:6-2, 6-3](#); [18A:35-1](#) et seq.~~

~~[N.J.A.C. 6:8-1.1](#) et seq.; [6A:14](#) et seq.~~

New Jersey **Student Learning Standards** ~~Core Curriculum Content Standards~~

Adopted: 11 February 1993

Revised: 8 November 1993, 15 February 2001, 19 January 2017

Berkeley Heights Public School District

7230 GIFTS, GRANTS, AND DONATIONS

The Board of Education accepts its responsibility to provide from public funds sufficient supplies and equipment for an effective instructional program. The Board recognizes, however, that from time to time individuals or organizations in the community may wish to contribute additional supplies or equipment to enhance or extend the instructional program.

The Board may accept by resolution duly passed at a public meeting any gift or grant of land, with or without improvement, and of money or other personal property, **—except that the Superintendent may accept on behalf of the Board any such gift less than \$1,000 in value. Grants of land are subject to the appropriate legal limitations and approvals.**

The Board reserves the right to refuse to accept any gift that does not contribute toward the achievement of the goals of this district or any gift the ownership of which would tend to deplete the resources of the district. The Board shall not provide public **funds** ~~moneys~~ for the purchase of any school property on a matching fund basis.

Any gift accepted by the Board shall become the property of the Board, may not be returned without the approval of the Board, and shall be subject to the same controls and regulations as are other properties of the Board. The Board shall be responsible for the maintenance of any gift it accepts, subject to any joint agreement with another governmental body.

The Board will respect the intent of the donor in its use of a gift, but reserves the right to utilize any gift it accepts in the best interests of the **students** ~~pupils~~ and the educational program of the district. In no case shall acceptance of a gift be considered to be an endorsement by the Board of a commercial product or business enterprise or institution of learning.

The Superintendent shall:

1. Counsel potential donors on the appropriateness of contemplated gifts and encourage such donors to choose as gifts supplies or equipment not likely to be purchased with public funds;
2. Encourage individuals and organizations considering a contribution to the schools to consult with the Building Principal or Superintendent before appropriating funds to that end;
3. Report to the Board all gifts that have been accepted on behalf of the Board;
4. Acknowledge the receipt of any gift accepted by the Board; and

5. Prepare fitting means for recognizing or memorializing gifts to the school district.

All fundraising activities involving the student body must be communicated in advance **with the Superintendent's office to ensure district awareness, coordination if needed and **ensure alignment with district goals**. Students shall never be required or mandated to solicit donations for any group or organization, and parents/guardians must be notified in advance of any voluntary fundraising activities involving students.**

[N.J.S.A. 18A:20-4](#); [18A:20-11](#) *et seq.*

Cross reference: Policy Guide No. 6160

Adopted: 8 May 1967

Revised: 10 October 1977, 11 February 1991, 12 July 2001

Berkeley Heights Public School District

8451 CONTROL OF COMMUNICABLE DISEASE (M)

The Board of Education recognizes that control of the spread of communicable disease is essential to the well-being of the school community and to the efficient operation of the schools.

The Board shall be bound by the statutes and by rules of the State Board of Education for the exclusion and readmission of **students pupils** who have contracted a communicable disease and of teachers and **students pupils** who have been exposed to a communicable disease and for the instruction of teachers in health and the prevention of disease. The Board shall comply with regulations of the New Jersey Department of Health and the ~~City of Summit~~ **Berkeley Heights** Board of Health governing the prevention, control, and reporting of communicable disease.

The teacher may exclude from the classroom and the Principal may exclude from the school building any **students pupils** who appears to be ill or has been exposed to a communicable disease. A **students pupils** may be isolated in school to await the arrival of or instructions from an adult member of his/her family. If the school medical inspector or the school nurse is present in the building, his/her recommendation shall be sought before any such exclusion or isolation is ordered.

Any **students pupils** retained at home or excluded from school by reason of having or being suspected of having a communicable disease shall not be readmitted to his/her classroom until he/she presents written evidence of being free of communicable disease. That evidence may be supplied by the school medical inspector or another qualified physician who has examined the **students pupils**.

Any student or adult who has weeping skin lesions that cannot be covered shall be excluded from school. ~~No person, pupil or adult, may attend or visit school if he or she has an uncoverable weeping skin lesion, whether or not the person has been screened for HIV.~~

The Superintendent shall develop procedures for the ~~c~~Control of communicable disease that include the instruction of teaching staff members in the detection of disease and measures for its prevention and control; the removal from school premises to the care of a responsible adult for **students pupils** identified and excluded in accordance with this policy; the preparation of standards for the readmission of **students pupils** who have recovered from communicable disease; the provision of appropriate home instruction to excluded **students pupils** in accordance with law; and the filing of reports as required by law.

[N.J.S.A. 18A:40-3](#); [18A:40-7](#) *et seq.*
[N.J.S.A. 26:4-4](#); [26:4-6](#)

[N.J.A.C. 6A:16-1.4](#)

[N.J.A.C. 8:57-1.3](#); [8:57-1.6](#); [8:57-2.1](#) *et seq.*;

Adopted: 11 February 1991

Revised: 14 October 2004

Berkeley Heights Public School District

Regulation 8451-R CONTROL OF COMMUNICABLE DISEASE (M)

A. Detection of Communicable Diseases

1. Teachers will be trained to detect communicable diseases in students by recognizing the symptoms of disease.
2. In general, a student who shows one or more of the following symptoms should be sent to the school nurse for evaluation and/or treatment:
 - a. Pain, generalized or specific,
 - b. Chills,
 - c. Fever,
 - d. Earache,
 - e. Vomiting,
 - f. Sore throat,
 - g. Enlarged glands,
 - h. Skin eruption,
 - i. Running nose, or
 - j. Red and discharging eyes.
3. A student who shows symptoms of any of the following communicable diseases should be sent promptly to the school nurse for evaluation.
 - a. Chicken pox: Small reddish, itchy eruptions on the skin resembling pimples or blisters, which later fill with fluid and form crusts; slight fever.
 - b. German measles (rubella): A common cold followed by a light red rash on face and body; small beady lumps behind ears; slight fever.
 - c. Measles (rubeola): Cold, runny nose, watery and light-sensitive eyes, fever, followed by bluish-white specks (Koplik spots) on inside of mouth, red blotchy rash, and dry cough.
 - d. Mumps: Tenderness and swelling of the salivary glands below and a little in front of the ear; fever.
 - e. Streptococcal infections (including scarlet fever, sore throat, and erysipelas): Sudden onset of fever, sore throat, strawberry tongue, followed by bright red rash on body, usually on the inner arm and thigh.
 - f. Whooping cough (pertussis): A common cold, with irritating cough, followed by repeated series of violent coughs without inhaling, often with respiratory whoops. Cough may end with vomiting.
 - g. Fifth disease (erythema infectiosum): Fine rash that is most apparent on the cheeks and later spreads to arms and legs, low grade fever.
 - h. Pink eye (conjunctivitis): Redness of white areas of eyes, accompanied by some itching; eyes may discharge pus and be light sensitive.
 - i. Head lice (pediculosis): Itching scalp, presence of lice and nits at hair roots.

- j. Impetigo (staphylococcus infection): Lesions.
 - k. Meningitis-meningococcal: Severe headache, chills, vomiting, convulsions, fever, stiff neck, pain in neck.
 - l. Hepatitis infectious: Fever, anorexia, nausea, malaise, abdominal discomfort, followed by jaundice.
4. Any person who is ill or infected with any disease below and as outlined in [N.J.A.C. 8:57-1.3](#) or any communicable disease, whether confirmed or presumed will be reported immediately by the school Principal to the County Health Officer or to the New Jersey Department of Health if the County Health Officer is not available. Such telephone report will be followed up by a written report or electronic report within twenty-four hours of the initial report. The diseases to be immediately reported are:
- a. Botulism (Clostridium);
 - b. Diphtheria (Corynebacterium diphtheriae);
 - c. Haemophilus influenzae, invasive disease;
 - d. Hepatitis A, institutional settings;
 - e. Measles;
 - f. Meningococcal disease (Neisseria meningitidis);
 - g. Pertussis (whooping cough, bordetella pertussis);
 - h. Plague (Yersinia pestis);
 - i. Poliomyelitis;
 - j. Rabies (human illness);
 - k. Rubella;
 - l. Viral hemorrhagic fevers, including, but not limited to, Ebola Lassa, and Marburg viruses;
 - m. Foodborne intoxications, including, but not limited to, mushroom poisoning;
 - n. Any foodborne, waterborne, nosocomial, outbreak or suspected outbreak or any outbreak or suspected outbreak of unknown origin;
 - o. Any other disease included in [N.J.A.C. 8:57-1.3](#).

B. Exclusion From School

1. A student who exhibits any of the symptoms described in A2 or whose condition suggests the presence of a communicable disease as described in A3 or A4 will be sent to the school nurse's office. The teacher will ensure that the student is accompanied by an adult or a responsible student.
2. The teacher will communicate to the school nurse, directly or by written note, the reason for which the student is sent for medical assessment.
3. The school nurse will examine the student and, in consultation with the school medical inspector if the student's condition so indicates, recommend to the Principal the student's exclusion from school for medical reasons.

4. In the event neither the school nurse or the school medical inspector is available to be consulted about the student's condition, the Principal may determine to exclude the student from school.
5. The parent, adult family member, or other responsible adult designated by the parent will be promptly notified by telephone of the students' exclusion and requested to come to school to fetch the student. Until the adult arrives to remove the student, the student will be kept in an isolated location in the school and will be made as comfortable as possible. The student will be supervised at all times by a school staff member.

C. Readmission to School

1. A student who has been excluded from school or retained at home by reason of having or being suspected of having a communicable disease shall not be readmitted to school until the student presents written evidence that he/she is free of communicable disease.
2. Evidence that a student is free of communicable disease will consist of the certification of the school medical inspector or another qualified physician who has personally examined the student.

No student who has had a communicable disease will be readmitted to school until a physician's certificate indicating the symptoms of the disease have ceased has been provided to the Principal or designee or the school nurse.

D. Reports

1. The school nurse will file such reports as may be required by the New Jersey State Department of Health and in the reporting of communicable diseases in schools.
2. When the rate of school absenteeism is in excess of fifteen percent, the school nurse shall report the absenteeism to the local and/or the County Board of Health.
3. The teacher **should not be communicating directly with parents about communicable diseases.** ~~may, with the advice and consent of the Principal and~~ The school nurse **may**, inform the parent(s) or legal guardian(s) ~~of students in his/her class~~ that a student in the class has contracted a communicable disease. The information given to parents or legal guardians may include the specific symptoms of the disease and parent(s) or legal guardian(s) may be encouraged to consult their personal physicians for inoculations that may prevent the disease or ease the symptoms of the disease.

Berkeley Heights Public School District

9270 HOME SCHOOLING AND EQUIVALENT EDUCATION OUTSIDE THE SCHOOLS (M)

The Board of Education encourages the enrollment of all children of school age resident in the district in public schools or in approved private schools so that they may enjoy the benefits of a well-planned educational program and the socialization possible in a group environment.

Every parent, legal guardian or other person having custody and control of a child between the ages of six and sixteen years shall cause such child regularly to attend the public school or a day school in which there is given instruction equivalent to that provided in the public schools for children of similar grades and attainments or to receive equivalent instruction elsewhere than at school. The Board recognizes its responsibility for assuring that every child of school age resident in the district is enrolled in a public or private school or is offered an equivalent thorough and efficient education elsewhere than at school. The Board acknowledges that a parent, guardian, or other person having custody and control of a child has a constitutional right to choose the type and character of education they feel is best suited for their child(ren), be it secular or sectarian. Home schooling is an option and when chosen this option will be carried out in the student's home rather than the school.

In the event the Superintendent determines there is credible evidence the parent, legal guardian, or other person having custody and control of a school-aged child is not causing the child to receive equivalent instruction elsewhere than at school, the Superintendent may request a letter of intent from the parent, legal guardian, or other person confirming the child is receiving equivalent instruction elsewhere than at school. The Superintendent may report to the appropriate municipal authorities children whom he/she has reason to believe are not receiving an education in accordance with [N.J.S.A. 18A:38-25](#). The New Jersey Department of Education encourages the parent, legal guardian, or other person having custody and control of a school-aged child to notify the Superintendent of the intent to educate the child elsewhere than at school to avoid questions with respect to compliance with the compulsory education laws.

The parent or legal guardian or other person having custody and control of a child between the ages of six and sixteen, who fails to comply with any of the compulsory education provisions of [N.J.S.A. 18A:38](#) *et seq.* relating to his/her duties, shall be deemed to be a disorderly person and shall be subject to a fine.

If a child seeks admission to this school district from a program of home schooling, the school district will evaluate the work of the child to determine his/her appropriate grade placement. The Superintendent or designee will objectively evaluate the child's skill and achievement levels, as it would with any transfer student, before making a determination as to the acceptability of credits and/or the appropriate grade level placement.

When children are home schooled and are not enrolled in a school, the school district is not required to provide any of the entitlements or privileges of students enrolled in the school district unless an entitlement or privilege is specifically provided in Board Policy or required by Federal law, or State statute or administrative code. **The Board will permit a child who is domiciled in the school district that is being home schooled to take an advance placement test. The Board does not pay any costs associated with any advanced placement test. However, any advanced placement test to be administered to a child who is domiciled in the district that is being home-schooled shall have the advanced placement test administered in the school district's administrative offices and the Board shall pay the cost of the proctor.**

The school district's curriculum and other public record information will be provided to the parent, legal guardian, or other person having custody and control of a child upon request in accordance with the Open Public Records Act and Policy and Regulation 8310.

A child educated at home shall not receive a State endorsed high school diploma from the Board of Education.

[N.J.S.A. 18A:38-25 through 18A:38-31](#)

[U.S.C.A. 1401](#) *et seq.*

New Jersey Department of Education – Frequently Asked Questions: Home Schooling
Adopted: 11 November 2021

Berkeley Heights Public School District