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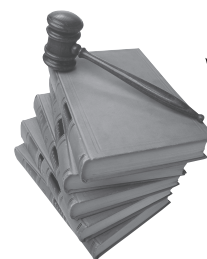
## INDEX TO ADMINISTRATIVE GUIDES

January 1990 — March 2017

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- 06/04 Military Leave and Military Service of School Board Employees
- 03/09 Family and Medical Leave Act: Military Leave Entitlements, New Regulations (part one)
- 04/09 Family and Medical Leave Act: Military Leave Entitlements, New Regulations (part two)
- 05/09 Family and Medical Leave Act: Military Leave Entitlements, New Regulations (part three)

#### **NO CHILD LEFT BEHIND ACT OF 2001**

- 08/02 Teacher Liability Protection Act of 2001
- 11/02 Pupil Privacy in Connection with School Survey, Analyses and Evaluation
- 02/03 Federally Required Employee, Parental and Student Notices (part one)
- 05/03 Federally Required Employee, Parental and Student Notices (part two)
- 06/03 Constitutionally Protected Prayer in Public Elementary and Secondary Schools
- 07/03 Equality and Equity in Education
- 08/03 Supplemental Educational Services

#### **NONRENEWAL, NONTENURED EMPLOYEE**

*(See also: Evaluation, employees)*

- 01/96 N.J.S.A. 18A:27-4.1 and Chief School Administrator's Role in Employment Decisions
- 09/04 Nonrenewal of Nontenured Employees
- 02/17 Nonrenewal of Nontenured Employees (an update) (part one)
- 03/17 Nonrenewal of Nontenured Employees (an update) (part two)

**NOTICE**

*(See also: Megan's Law; Open Public Meetings Act)*

- 04/93 "Rice" Notices
- 02/03 Federally Required Employee, Parental and Student Notices (part one)
- 05/03 Federally Required Employee, Parental and Student Notices (part two)
- 07/09 Family Educational Rights and Privacy Act, The (part one)
- 08/09 Family Educational Rights and Privacy Act (part two)
- 04/11 Employment Notices and Record Keeping Under State Law
- 04/12 *Rice* Notices (an update) (part one)
- 05/12 *Rice* Notices (an update) (part two)

**NURSES/HEALTH AIDES**

- 02/95 School Nurses (update)
- 10/15 Immunization Requirements for Public School Students (an update) (part one)
- 11/15 Immunization Requirements for Public School Students (an update) (part two)
- 08/16 School Nurses and Student Health Services (part one)
- 09/16 School Nurses and Student Health Services (part two)
- 10/16 School Nurses and Student Health Services (part three)

**OPEN PUBLIC MEETINGS ACT**

*(See also: Notice)*

- 04/93 "Rice" Notices
- 09/11 Open Public Meetings Act (part one)
- 10/11 Open Public Meetings Act (part two)
- 11/11 Open Public Meetings Act (part three)
- 12/11 Open Public Meetings Act (part four)
- 01/12 Open Public Meetings Act (part five)
- 04/12 *Rice* Notices (an update) (part one)
- 05/12 *Rice* Notices (an update) (part two)

**PARENTAL RIGHTS**

- 05/15 Parents' Constitutional Right to Direct the Education of Their Children (part one)
- 06/15 Parents' Constitutional Right to Direct the Education of Their Children (part two)

**PENSION**

- 03/95 Forfeiture of School Employment
- 06/95 Forfeiture of Pension Benefits
- 07/95 Disability Pensions
- 05/10 Forfeiture of Pension Benefits (an update)

**POSITION, ABOLISH/CREATE**

*(See: Nonrenewal, nontenured employee; Notice; Reduction in Force; Seniority; Regionalization)*

**POSITION, APPOINTMENT/TRANSFER/REASSIGN**

*(See also: Nonrenewal, nontenured employee; Notice; Reduction in Force; Seniority)*

- 12/95 Transfer of Teaching-Staff Members
- 01/96 *N.J.S.A. 18A:27-4.1* and Chief School Administrator's Role in Employment Decisions
- 01/05 Transfers and Reassignments of District Personnel (part one)
- 02/05 Transfers and Reassignments of District Personnel (part two)
- 10/09 Legal Aspects of the Position of the Superintendent of Schools (part one)
- 11/09 Legal Aspects of the Position of the Superintendent of Schools (part two)

**POSITION, FORFEITURE**

03/95 Forfeiture of School Employment

**POSITION, PART-TIME**

*(See: Seniority; Teachers, Title I/Supplemental)*

**POSITION, SPLIT/REDUCE**

*(See also: Nonrenewal, nontenured employee; Notice; Reduction in Force; Seniority)*

04/95 Subcontracting and the Transfer of Unit Work to Nonunit Employees

**PRAYER**

12/90 Prayer at Public School Graduations and Athletic Events

01/93 Graduation Exercises and Religion

11/96 Religious Issues and the Public Schools

08/00 Prayer at School Events

06/03 Constitutionally Protected Prayer in Public Elementary and Secondary Schools

12/08 First Amendment and Holiday Programs, Activities, Displays in Public Schools (part one)

01/09 First Amendment and Holiday Programs, Activities, Displays in Public Schools (part two)

**PRIVACY**

*(See: Confidentiality; Search/Seizure)*

09/94 Employee Privacy (part one)

10/94 Employee Privacy (part two)

07/09 Family Educational Rights and Privacy Act, The (part one)

08/09 Family Educational Rights and Privacy Act, The (part two)

11/02 Pupil Privacy in Connection with School Survey, Analyses and Evaluation

11/03 HIPAA Privacy Rule (part one)

01/04 HIPAA Privacy Rule (part two)

06/13 The Family Educational Rights and Privacy Act Regulations (part one)

07/13 The Family Educational Rights and Privacy Act Regulations (part one)

08/13 New Laws Affecting Student Safety and Privacy

07/14 Workplace Investigations and Employee Privacy Rights (part one)

08/14 Workplace Investigations and Employee Privacy Rights (part two)

12/14 Wiretapping, Surreptitious Audio Recordings, and the Privacy of Electronic and Oral Communication (part one)

01/15 Wiretapping, Surreptitious Audio Recordings, and the Privacy of Electronic and Oral Communication (part two)

02/15 Wiretapping, Surreptitious Audio Recordings, and the Privacy of Electronic and Oral Communication (part three)

03/15 Wiretapping, Surreptitious Audio Recordings, and the Privacy of Electronic and Oral Communication (part four)

04/15 Use of Cell Phones in School

04/16 Workplace Investigations and Employee Privacy rights (an update) (part one)

05/16 Workplace Investigations and Employee Privacy rights (an update) (part two)

11/16 Transgender Students

**PUBLICATIONS**

11/03 HIPAA Privacy Rule (part one)

01/04 HIPAA Privacy Rule (part two)

## **RECORDS, EMPLOYEE**

- 02/96 Confidential Personnel Records (an update)
- 05/97 Employee References
- 05/04 Gay, Lesbian, Bisexual and Transgendered Students and Staff
- 10/04 Recording and Reporting of Occupational Injuries and Illnesses
- 12/05 Personnel Records (an update) (part one)
- 01/06 Personnel Records (an update) (part two)
- 02/06 Personnel Records (an update) (part three)
- 04/11 Employment Notices and Record Keeping Under State Law

## **RECORDS, GOVERNMENT**

- 04/02 Public Access to Government Records (part one)
- 05/02 Public Access to Government Records (part two)
- 11/02 Pupil Privacy in Connection with School Survey, Analyses and Evaluation
- 11/03 HIPAA Privacy Rule (part one)
- 01/04 HIPAA Privacy Rule (part two)
- 10/04 Recording and Reporting of Occupational Injuries and Illnesses
- 01/16 Open Public Records Act: Exemptions to Public Access (part one)
- 02/16 Open Public Records Act: Exemptions to Public Access (part two)
- 03/16 Open Public Records Act: Exemptions to Public Access (part three)

## **RECORDS, PUPIL**

- 03/96 Student Records
- 05/04 Gay, Lesbian, Bisexual and Transgendered Students and Staff
- 02/07 Student Records (part one)
- 03/07 Student Records (part two)
- 04/07 Student Records (part three)
- 07/09 Family Educational Rights and Privacy Act, The (part one)
- 08/09 Family Educational Rights and Privacy Act, The (part two)
- 06/13 Family Educational Rights and Privacy Act Regulations, The (part one)
- 07/13 Family Educational Rights and Privacy Act Regulations, The (part two)

## **REDUCTION IN FORCE**

*(See also: Seniority; Position, abolish/create;  
Position, transfer/reassign; Regionalization)*

- 04/90 Reduction in Force (update)
- 05/91 Tenure Rights Following a Reduction in Force
- 05/92 Tenure Rights Following a Reduction in Force (update)
- 06/92 Tenure and Seniority Rights of Secretaries and Janitorial Employees
- 06/93 Tenure Rights Following a Reduction in Force
- 04/95 Subcontracting and the Transfer of Unit Work to Nonunit Employees
- 12/95 Transfer of Teaching-Staff Members
- 11/97 Tenure and Seniority Rights of Supervisors
- 01/05 Transfers and Reassignments of District Personnel (part one)
- 02/05 Transfers and Reassignments of District Personnel (part two)
- 11/05 Reduction in Force (update)

## **REGIONALIZATION**

- 01/92 Effect of Regionalization on Employment Rights



## **RELIGION**

- 07/90 Equal Access (update)
- 12/90 Prayer at Public School Graduations and Athletic Events
- 01/93 Graduation Exercises and Religion
- 08/93 Use of Schools by Religious Groups (update)
- 11/96 Religious Issues and the Public Schools
- 03/98 Religious Issues and the Public Schools (an update)
- 08/00 Prayer at School Events
- 08/01 Use of School Property by Non-School Groups
- 10/01 Equal Access Act (an update)
- 06/03 Constitutionally Protected Prayer in Public Elementary and Secondary Schools
- 03/08 State and Federal Laws Prohibiting Discrimination Against Employees on the Basis of Religion (part one)
- 04/08 State and Federal Laws Prohibiting Discrimination Against Employees on the Basis of Religion (part two)
- 12/08 First Amendment and Holiday Programs, Activities, Displays in Public Schools (part one)
- 01/09 First Amendment and Holiday Programs, Activities, Displays in Public Schools (part two)

## **RESIDENCY, PUPIL**

*(See also: Entrance Requirements)*

- 03/94 Student Residency (part one)
- 04/94 Student Residency (part two)
- 07/96 Student Residency
- 04/98 Student Residency (an update)
- 12/01 Student Residency (an update)
- 04/05 Student Residency
- 04/13 Student Residency (part one)
- 05/13 Student Residency (part two)

## **RESIGNATION**

- 11/91 Resignation of Staff, Administrators and Board Members
- 10/03 Resignation of Staff Members and Board Members

## **RETIREMENT**

- 07/95 Disability Pensions

## **SALARY GUIDES/PLACEMENT**

*(See also: Increments; Seniority)*

- 12/95 Transfer of Teaching-Staff Members
- 06/04 Military Leave and Military Service of School Board Employees
- 01/05 Transfers and Reassignments of District Personnel (part one)
- 02/05 Transfers and Reassignments of District Personnel (part two)
- 01/08 Agreements as to Initial Salaries

## **SALARY/WAGES**

*(See also: Increments)*

- 12/91 Salary Overpayments
- 09/97 Suspension of School Employees and Salary Obligations
- 09/00 Work Load Issues
- 01/08 Agreements as to Initial Salaries
- 01/11 Payment of Accrued Sick and Vacation Days (part one)
- 02/11 Payment of Accrued Sick and Vacation Days (part two)
- 06/14 New Laws Affecting School District Operations and School Employees

**SCHOOL BUILDING/GROUNDS***(See also: Religion)*

- 08/01 Use of School Property by Non-School Groups
- 03/03 School Integrated Pest Management Act

**SCHOOL CHOICE**

- 12/10 Inter-district Public School Choice Program Act

**SEARCH/SEIZURE**

- 10/95 Search and Seizure of Students in Public Schools (update)
- 02/99 Search and Seizure of Students in Public Schools (an update)
- 03/99 Search and Seizure of Students in Public Schools (an update) (part two)
- 09/01 Student Drug Testing
- 09/03 Student Drug Testing (an update)
- 05/08 Student Drug Testing (an update)
- 04/15 Use of Cell Phones in School
- 07/14 Workplace Investigations and Employee Privacy Rights (part one)
- 08/14 Workplace Investigations and Employee Privacy Rights (part two)

**SENDING-RECEIVING RELATIONSHIP**

- 10/93 Withdrawal from a Sending-Receiving Relationship (update)
- 03/04 Sending-Receiving Relationships

**SENIORITY***(See also: Position, transfer/reassign; Tenure; Regionalization; Reduction in Force)*

- 06/92 Tenure and Seniority Rights of Secretaries and Janitorial Employees
- 06/93 Tenure Rights Following a Reduction in Force
- 12/95 Transfer of Teaching-Staff Members
- 11/97 Tenure and Seniority Rights of Supervisors
- 01/05 Transfers and Reassignments of District Personnel (part one)
- 02/05 Transfers and Reassignments of District Personnel (part two)

**SERVICE ANIMALS**

- 05/11 Service Animals in Public Schools (part one)
- 06/11 Service Animals in Public Schools (part two)

**SEXUAL IDENTITY**

- 11/16 Transgender Students

**SICK LEAVE***(See: Benefits; Leave of Absence, sick)***SOCIAL MEDIA***(See also: Internet)*

- 05/14 Social Media, First Amendment, Defamation, and Harassment

**SPECIAL EDUCATION***(See: Classification, pupil)*

- 01/99 Compensatory Education
- 01/13 Child Find (part one)
- 02/13 Child Find (part two)
- 03/13 Child Find (part three)

**SPORTS**

*(See: Athletics; Coaches)*

**STAFF DEVELOPMENT**

- 11/98 Mandated Continuing Education for Teachers
- 10/05 Professional Development Requirements for School Leaders
- 10/08 Reimbursement and Payment of Travel, Meal and Lodging Expenses (part one)
- 11/08 Reimbursement and Payment of Travel, Meal and Lodging Expenses (part two)

**SUBCONTRACTING**

- 04/95 Subcontracting and the Transfer of Unit Work to Nonunit Employees

**SUBSTITUTE TEACHER**

*(See: Teacher, substitute)*

**SUPPLEMENTAL TEACHERS**

*(See: Teacher, Title I/Supplemental)*

**SUPPORT STAFF**

*(See also: Teacher)*

- 06/92 Tenure and Seniority Rights of Secretaries and Janitorial Employees
- 12/92 Confidential Employees
- 07/06 Conduct of School Officials and Others During Elections

**SUSPENSION, EMPLOYEE**

- 08/91 Suspension of School Employees
- 09/97 Suspension of School Employees and Salary Obligations

**SUSPENSION, PUPIL**

*(See also: Discipline)*

- 05/96 Student Discipline (part one): Suspension and Expulsion
- 06/96 Student Discipline (part two): Forms of Discipline and Zero Tolerance for Guns Act

**TEACHNJ**

- 09/13 Tenure Cases Under the TEACHNJ Act (part one)
- 10/13 Tenure Cases Under the TEACHNJ Act (part two)
- 11/13 Tenure Cases Under the TEACHNJ Act (part three)
- 01/14 Amended Regulations for Processing Tenure Charges Under the Tenure Employees' Hearing Act
- 02/14 Educational Effectiveness and Evaluation Regulations (part one)
- 03/14 Educational Effectiveness and Evaluation Regulations (part two)
- 04/14 Educational Effectiveness and Evaluation Regulations (part three)

**TEACHER**

*(See: Collective Bargaining; Controlled Substances; Evaluation. employees; Extracurricular Activities; Employment; Indemnification; Notice; Position, part-time; Records, employee; Resignation; Retirement; Salary Guide/Placement; Salary/Wages; Staff Development; Suspension, employee; Tenure; Position, transfer/reassign)*

- 10/12 Teacher Effectiveness and Accountability for the Children of New Jersey (part one)
- 11/12 Teacher Effectiveness and Accountability for the Children of New Jersey (part two)
- 12/12 Teacher Effectiveness and Accountability for the Children of New Jersey (part three)

**TEACHER, CONDUCT**

- 01/90 Tenure Charges: Incompetency
- 11/93 Free Speech Rights of Public School Employees
- 08/94 Dress Codes and Attempts to Regulate Appearance
- 03/95 Forfeiture of School Employment
- 10/97 Substance Abuse by Teaching-Staff Members (an update)
- 06/98 Inefficiency Tenure Charges
- 07/98 Incapacity Tenure Charges
- 09/98 Insubordination
- 12/98 Unbecoming Conduct
- 05/00 Free Speech Rights of Students and Staff
- 07/06 Conduct of School Officials and Others During Elections
- 12/16 Protecting Students from Sexual Misconduct by Teaching Staff Members (part one)
- 01/17 Protecting Students from Sexual Misconduct by Teaching Staff Members (part two)

**TEACHER, NONRENEWAL**

*(See: Nonrenewal, nontenured employee)*

**TEACHER, PART-TIME**

*(See: Position, part-time)*

**TEACHER, SUBSTITUTE**

- 05/90 Substitute Teachers
- 06/99 Substitute Teachers (an update)

**TENURE**

*(See also: Reduction in Force; Seniority)*

- 05/91 Tenure Rights Following a Reduction in Force
- 06/91 Effect of Leaves of Absence on the Acquisition of Tenure
- 01/92 Effect of Regionalization on Employment Rights
- 05/92 Tenure Rights Following a Reduction in Force (update)
- 06/92 Tenure and Seniority Rights of Secretaries and Janitorial Employees
- 06/93 Tenure Rights Following a Reduction in Force
- 12/95 Transfer of Teaching-Staff Members
- 11/97 Tenure and Seniority Rights of Supervisors
- 01/05 Transfers and Reassignments of District Personnel (part one)
- 02/05 Transfers and Reassignments of District Personnel (part two)
- 10/12 Teacher Effectiveness and Accountability for the Children of New Jersey (part one)
- 11/12 Teacher Effectiveness and Accountability for the Children of New Jersey (part two)
- 12/12 Teacher Effectiveness and Accountability for the Children of New Jersey (part three)

**TENURE CHARGES**

*(See also: Attendance, employee; Controlled Substances; Corporal Punishment; Criminal Charges/Offenses; Notice; Open Public Meetings Act; Suspension, employee; TEACHNJ)*

- 01/90 Tenure Charges: Incompetency
- 06/98 Inefficiency Tenure Charges
- 07/98 Incapacity Tenure Charges
- 09/98 Insubordination
- 10/98 Corporal Punishment
- 12/98 Unbecoming Conduct
- 09/13 Tenure Cases Under the TEACHNJ Act (part one)

- 10/13 Tenure Cases Under the TEACHNJ Act (part two)
- 11/13 Tenure Cases Under the TEACHNJ Act (part three)
- 01/14 Amended Regulations for Processing Tenure Charges Under the Tenure Employees' Hearing Act

**TRANSPORTATION**

- 08/96 Student Transportation
- 05/01 Student Transportation Code (part one)
- 06/01 Student Transportation Code (part two)
- 07/10 Student Transportation code (an update) (part one)
- 08/10 Student Transportation code (an update) (part two)
- 09/10 Student Transportation code (an update) (part three)
- 10/10 Student Transportation code (an update) (part four)
- 11/10 Student Transportation code (an update) (part five)
- 08/13 New Laws Affecting Student Safety and Privacy

**TRAVEL**

- 10/08 Reimbursement and Payment of Travel, Meal and Lodging Expenses (part one)
- 11/08 Reimbursement and Payment of Travel, Meal and Lodging Expenses (part two)

**TUITION** *(See: Classification, pupil; Residency; Sending-Receiving Relationships)*

**UNBECOMING CONDUCT** *(See: Teacher, conduct)*

**UNION**

- 12/96 Anti-union Animus

**URBAN HOPE ACT**

- 03/12 The Urban Hope Act

**VACATION** *(See: Benefits)*

**VOUCHERS**

- 09/02 School Vouchers

**WHISTLEBLOWER**

- 05/94 Conscientious Employee Protection Act: Whistleblower Law (update)
- 07/99 Conscientious Employee Protection Act (Whistleblower Law) (an update)
- 05/05 Conscientious Employee Protection Act (an update)

**WIRETAPPING**

- 12/14 Wiretapping, Surreptitious Audio Recordings, and the Privacy of Electronic and Oral Communication (part one)
- 01/15 Wiretapping, Surreptitious Audio Recordings, and the Privacy of Electronic and Oral Communication (part two)
- 02/15 Wiretapping, Surreptitious Audio Recordings, and the Privacy of Electronic and Oral Communication (part three)
- 03/15 Wiretapping, Surreptitious Audio Recordings, and the Privacy of Electronic and Oral Communication (part four)