

Policy

DISTRICT PUBLICATIONS

The superintendent/designee shall direct development and review of informational newsletters and handbooks for parents/guardians, students, staff and the general community as deemed necessary by the board. The district annual report shall be printed for distribution and available at the board office and each school. The board secretary shall make the district audit available to the public as required by law.

Centralized control of district publications, including the district website, shall be designed to ensure that their contents reflect district-wide policies and regulations accurately. All matters representing the district's official position prepared for publication by any employee shall have the superintendent's approval prior to release.

In accordance with law, the superintendent shall prepare procedures to ensure that the district website, or websites of any schools in the district, shall not publish any personally identifiable information about a student without prior written consent from the student's parents/guardians. Consent shall be obtained on the form indicated by the State Department of Education and shall contain a statement describing the potential dangers of posting personally identifiable information about students on the Internet.

Adopted: November 28, 1990
Revised: April 2, 2003, January 7, 2004
NJSBA Review/Update: August 2017
Readopted: September 27, 2017

Key Words

District Publications, Publications, Newsletters, Handbooks, Website

Legal References: N.J.S.A. 18A:11-1 General mandatory powers and duties
N.J.S.A. 18A:17-20 Superintendent; general powers and duties
N.J.S.A. 18A:23-1 et seq. Audits and Auditors
N.J.S.A. 18A:36-35 School internet websites; disclosure of certain student information prohibited
N.J.S.A. 18A:54-20 Powers of board (county vocational schools)
N.J.A.C. 6A:30-1.1 et seq. Evaluation of the Performance of School Districts
N.J.A.C. 6A:30-3.1 Comprehensive review of public school districts

Possible

Cross References: *1000/1010 Concepts and roles in community relations; goals and objectives
*1100 Communicating with the public
*1110 Media
*3100 Budget planning, preparation and adoption
*5124 Reporting to parents/guardians
*5125 Student records
*5131 Conduct/discipline
*5145.12 Search and seizure
*6142 Subject fields
*6142.2 English as a second language; bilingual/bicultural
*6142.10 Technology
*6145.3 Publications
*6146 Graduation requirements
*6171.3 At-risk and Title 1

DISTRICT PUBLICATIONS (continued)

*6171.4	Special education
9310	Development, distribution and maintenance of governance manual

*Indicates policy is included in the Critical Policy Reference Manual.