

EGG HARBOR CITY PUBLIC SCHOOL DISTRICT
Egg Harbor City, New Jersey

FILE CODE: 1111
☐ **Monitored**
☐ **Mandated**
☒ **Other Reasons**

Policy

DISTRICT PUBLICATIONS

The chief school administrator or his or her designee shall direct development and review of informational newsletters and handbooks distributed or posted on the district website for parents/guardians, pupils, staff and the general community as deemed necessary by the board. The district annual report shall be printed for distribution. 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.

The chief school administrator or his or her designee shall use the district website as a means to engage the community and parents/guardians and inform the public regarding notifications and school activities including but not limited to:

- A. Harassment, intimidation and bullying policy and the district anti-bullying coordinator and school anti-bullying specialists;
- B. Public board meeting dates;
- C. Calendar of school events and activities;
- D. Staff directory;
- E. Closings and school schedule changes;
- F. The district budget;
- G. School and district news and highlights.

In accordance with law, the chief school administrator shall prepare procedures to ensure that the district web site, and the webpages of the schools, 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.

NJSBA Review/Update: May 2015
Adopted: August 12, 2015

Key Words

District Publications, Publications, Newsletters, Handbooks, Web Site

<u>Legal References:</u>	<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
	<u>N.J.S.A.</u> 18A:17-20	Superintendent; general powers and duties
	<u>N.J.S.A.</u> 18A:23-1 <u>et seq.</u>	Audits and Auditors
	<u>N.J.S.A.</u> 18A:36-35	School internet web sites; disclosure of certain student information prohibited
	<u>N.J.S.A.</u> 18A:54-20	Powers of board (county vocational schools)

DISTRICT PUBLICATIONS (continued)

<u>N.J.A.C.</u> 6A:30-1.1 et seq.	Evaluation of the Performance of School Districts
<u>N.J.A.C.</u> 6A:30-3.1	Comprehensive review of public school districts

Possible

<u>Cross References:</u>	*1000/1010	Concepts and roles in community relations; goals and objectives
	*1100	Communicating with the public
	*1110	Media
	2232	Internal administrative communications
	*3100	Budget planning, preparation and adoption
	*5124	Reporting to parents/guardians
	*5125	Pupil 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
	*6171.4	Special education
	9310	Development, distribution and maintenance of governance manual

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