

## Manville School District State Mandated and District Required Training 2011-2012

Identified below are the mandated professional development requirements for Manville School District staff. Links to the policies and regulations are listed below and available on the district's website for your review.

The State Mandated and District Required Training Session included the following topics:

**Affirmative Action** N.J. A.C.6A:16-7-1.6 (Operations E.1.d. p.17; Personnel B.2.b.p.7) BOE Policies: #1523 Comprehensive Equity Plan, #1550R Affirmative Action Program for Employment and Contract Practices, #2260R Affirmative Action Program for School and Classroom Practices, #3362R Sexual Harassment – Teaching Staff, #4352R Sexual Harassment – Support Staff, #5750R Equal Education Opportunity, #5751 Sexual Harassment – Students, #5755 – Equity in Educational Programs and Services. More information can be found at <http://www.state.nj.us/education/code/current/title6a/chap7.pdf>.

**Division of Youth and Family Services** N.J. S.A. 9:6-8.10 ,18A:36-25, and Department of Education regulations N.J.A.C. 6A:16-11. More information can be found at <http://www.state.nj.us/education/code/current/title6a/chap16.pdf> on pages 78-80.

**Critical Incident Response:** Manville intranet - the link is *Critical Incident Response*. Users log into the zumu webpage at <http://manvilleschools.org/manville/> login then go to “my stuff” and then navigate to the “members area”. At that point you see the Manville Intranet listed under the members’ area and the link is right there.

**Harassment, Intimidation, and Bullying** N.J.A.C. 6A:16-7.1(c), 7, 7.9(d) (Operations C.6 p.12) BOE Policies: #5512R. More information can be found at <http://www.state.nj.us/education/code/current/title6a/chap16.pdf> beginning on page 55.

**Gang Activity** N.J.A.C. 6A:16-5.3, 6, 7, 7.1 BOE Policies: #5511R Dress Code, #5512R Harassment, Intimidation, and Bullying, #5560 Pupil Discipline/Code of Conduct. More information can be found at <http://www.nj.gov/education/code/current/title6a/chap16.pdf> beginning on page 39.

**Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990** N.J.A.C. 6A:14-1.1 BOE Policy #1510 Rights of Persons with Handicaps or Disabilities/Policy on Non-Discrimination. More information can be found at <http://www.state.nj.us/education/students/safety/behavior/504> and <http://www.ada.gov/pubs/adastatute08.htm>.

### Health Plans – IHP/IHEP

**Potentially Missing, Abused, or Neglected Children** N.J.A.C. 6A:16-11 (Operations C.8 p.13) BOE Policy #8462R Reporting Potentially Missing or Abused Children. More information can be found at <http://www.state.nj.us/education/code/current/title6a/chap16.pdf> on pages 78-80.

**N.J. Family Care** N.J.A.C. 6A:16-2.2(i). More information can be found at <http://www.state.nj.us/education/code/current/title6a/chap16.pdf> on page 18 and [http://www.state.nj.us/childadvocate/publications/PDFs/NJ%20FamilyCare%20Working%20Group%20report%20to%20Legislature-final%205-1-09%20\(2\).pdf](http://www.state.nj.us/childadvocate/publications/PDFs/NJ%20FamilyCare%20Working%20Group%20report%20to%20Legislature-final%205-1-09%20(2).pdf).

**Suicide Awareness** N.J.S.A. 18A:6-112 BOE Policy #5350R Pupil Suicide Prevention. More information can be found at <http://www.state.nj.us/education/students/safety/behavior/suicide>.

**School Security** N.J.A.C. 6A:16-5.1 (Operations C.1.d. p.5) BOE Policies #7440R Security of School Premises, #7441R Electronic Surveillance, #9150R School Visitors. More information can be found at <http://www.state.nj.us/education/code/current/title6a/chap16.pdf> on pages 38-39.

**Substance Abuse** N.J.A.C. 6A:16-4.1 and N.J.S.A. 18A:40A-15 (Operations E-5 p.22; Personnel B.6.b. p.10) BOE Policies #5530R Substance Abuse – Students, #3281R Substance Abuse – Teaching Staff, #4218R Substance Abuse – Support Staff. More information can be found at <http://www.state.nj.us/education/code/current/title6a/chap16.pdf> on pages 28-38.

**Bloodborne Pathogens** N.J.A.C. 6A:16-1.4; 6A:16-2.2 (Personnel B.6.b.p.10) BOE Policies #5310R Health Services, #7420R Hygienic Management. More information can be found at <http://www.state.nj.us/education/code/current/title6a/chap16.pdf> on pages 11-12.

**Outside Activities** BOE Policy #3230R Outside Activities. More information can be found at <http://www.manvilleschools.org/manville/BOE/Bylaws%2C%20Policies%20and%20Regulations%20of%20the%20Manville>

[e%20Board%20of%20Education/Regulations%20of%20the%20Manville%20Board%20of%20Education/Section%203000%20-%20Teaching%20Staff%20Members.pdf](http://www.manvilleschools.org/manville/BOE/Bylaws%2C%20Policies%20and%20Regulations%20of%20the%20Manville%20Board%20of%20Education/Section%203000%20-%20Teaching%20Staff%20Members.pdf) on page 47.

**Arrest Reporting Requirement for Certificated Staff** N.J.A.C. 6A:9-17.1(c). More information can be found at <http://www.state.nj.us/education/code/current/title6a/chap9.pdf> on page 338.

**Staff Conduct** BOE Policy #3281R Inappropriate Staff Conduct (Teaching Staff), #4281R Inappropriate Staff Conduct (Support Staff). More information can be found at <http://www.manvilleschools.org/manville/BOE/Bylaws%2C%20Policies%20and%20Regulations%20of%20the%20Manville%20Board%20of%20Education/Regulations%20of%20the%20Manville%20Board%20of%20Education/Section%203000%20-%20Teaching%20Staff%20Members.pdf> on pages 63-69.

### **Whistleblower Protection**

**Technology** BOE Policies #2360 Use of Technology, #2361R Acceptable Use of Computers (Students), #3321R Acceptable Use of Computers (Teaching Staff), #4321R Acceptable Use of Computers (Support Staff). For more information please find each Board policy on the district's website.

**Allergies** BOE Policy #5331 Management of Life Threatening Allergies. More information can be found at <http://www.manvilleschools.org/manville/BOE/Bylaws%2C%20Policies%20and%20Regulations%20of%20the%20Manville%20Board%20of%20Education/Bylaws%20and%20Policies%20of%20the%20Manville%20Board%20of%20Education/Section%205000%20-%20Pupils.pdf> one pages 37-38.

**FERPA** N.J. A.C. 6A:32-7.1 BOE Policy #8335 Family Educational Rights and Privacy Act. More information can be found at <http://www.state.nj.us/education/code/current/title6a/chap32.pdf> starting on page 32.

**School Integrated Pest Management** BOE Policy #7422R School Integrated Pest Management Plan. More information can be found at <http://www.manvilleschools.org/manville/BOE/Bylaws%2C%20Policies%20and%20Regulations%20of%20the%20Manville%20Board%20of%20Education/Bylaws%20and%20Policies%20of%20the%20Manville%20Board%20of%20Education/Section%207000%20-%20Property.pdf> on pages 18-20.

**Right to Know** (only required for designated staff)

**Manville School District  
State Mandated and District Required Training**

**Please submit to the Principal of your assigned building by October 7, 2011.**

Revisions have been made to the following district policies, please review the following policies on the district web site:

- Harassment, Intimidation, and Bullying (HIB) - Policy/Regulation 5512
- Pupil Suicide Prevention - Policy/Regulation - 5350
- Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse - Policy/Regulation - 8461
- Affirmative Action - Policy/Regulation 2260
- Homework - Policy/Regulation 2330
- Policy #2340R Field Trip
  - New district *Permission Slip*
- Grading - Policy/Regulation 2624
- Attendance - Policy/Regulation 5200
- Pupil Discipline - Policy/Regulation 5600
- Substance Abuse - Policy/Regulation 5530

**Approval in September 2011:**

- 8500 Policy *Food Services*
- 2341.4 Policy and Regulation - *Prevention and Treatment of Sports-Related Concussions and head Injuries (Mandated-New)*
- 5410 Policy - *Promotion/Retention*
- 5411 Policy - *Promotion from Eight Grade*

All job descriptions are located on the [Manville Intranet](#). Please take the time to review your job description.

The New Jersey curriculum standards are available on the district's curriculum website for your review:

- New Jersey Core Curriculum Content Standards
- Common Core State Standards for English Language Arts and Literacy in History/Social Studies, Science and Technical Studies
- Common Core State Standards for Mathematics

My signature below indicates that I have completed the state mandated and district required training and that I have read and familiarize myself with all of the state approved curriculum standards. I understand that it is my responsibility to remain informed about the policies and regulations that apply to my position in Manville School District.

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Position**

\_\_\_\_\_  
**Date**