

**District Publications**

The Chief School Administrator (CSA) / designee shall direct development and review of informational newsletters and handbooks for parents/guardians, pupils, staff and the general community as deemed necessary by the Board of Education (Board). The district annual report shall be made available 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 web site, shall be designed to ensure their contents reflect district wide policies and regulations accurately.

In accordance with law, the CSA shall prepare procedures to ensure that the district web site or web sites 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 developed by the local school district.

Key Words

District Publication, Publications, Newsletters, Handbooks, Web Site

**Legal References**

<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 <i>et seq.</i>	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)
	<u>N.J.A.C.</u> 6A:30-1.4(a)1	Evaluation process for the annual review
	<u>N.J.A.C.</u> 6A:32-12.1	Reporting requirements
	<u>N.J.A.C.</u> 6A:32-12.2	School-level planning

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

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