



State of New Jersey

DEPARTMENT OF EDUCATION
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JON S. CORZINE
Governor

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Commissioner

March 2, 2009

TO: Board Secretaries and Charter School Designees

FROM: Joanne Boyle, Executive Director
School Ethics Commission

RE: School Ethics Commission
Enforcement of Required Board Member/Charter School Trustees Training

The School Ethics Act, (Act) N.J.S.A. 18A:12-21 et seq., provides the School Ethics Commission with the responsibility and the authority to enforce the requirements at N.J.S.A. 18A:12-33 for board members/charter school trustees to complete training programs which are prepared and offered by the New Jersey School Boards Association (NJSBA). Thus, the Commission enforces the training requirement, and the NJSBA provides the training.

A newly elected or appointed board member/charter school trustee is required to complete New Board Member Orientation during the first year of his or her service on the board, which usually begins in March or April. In the second year of service on a board, a board member/charter school trustee is required to complete Governance I: NJQSAC. In the third year of service, a board member/charter school trustee is required to complete Governance II: Finance. Within one year after re-election or re-appointment to a board, a board member/charter school trustee is required to complete Advanced Training: Legal Update. Attached you will find a training chart which outlines the training requirements.

All board members/charter school trustees should have completed the appropriate training programs by April 2009. These training programs have been offered by the NJSBA through live presentations, webinars and web-based recordings. Please note, that the Commission does not consider the webinars and the web-based training programs to be completed until the assessment tool has been sent to the NJSBA. Also note that the NJSBA deadline for submission of the assessment tool is April 9, 2009, and access to all webinars and web-based training programs will end on April 9, 2009. **The Commission strongly encourages all Board Secretaries and Charter School Designees to contact the NJSBA Call Center at**

609-278-5217 to register any board member/charter school trustee who has not yet met the appropriate training requirement.

Please note, that failure to fulfill the training requirements at N.J.S.A. 18A:12-33 will result in official action by the Commission, through the issuance of an Order to Show Cause in May 2009 to any board member/charter school trustee who has failed to take the required training. Should an Order to Show Cause issue, the Commission may ultimately impose penalties ranging from reprimand to removal. Failure to fulfill the training requirements may also result in the loss of points in the Governance Section of the District Performance Review of the QSAC.

If you have any questions you may contact the Commission at schoolethics@doe.state.nj.us.

JB/MET/Training/2009 docs/BA-BS Enforcement mem

c: Donna Arons
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