



---

# PISCATAWAY

## TOWNSHIP SCHOOLS

---

# Getting to Know the Piscataway Board of Education

## **DISTRICT GOALS**

**The Piscataway School community will provide every child an education that ensures that he or she can pursue post-secondary education without the need for remedial course work. This education will prepare him or her to succeed in our diverse society.**

**District support services, meaning all services outside the academic core, will be delivered on time and within budget, with 95% of our school based customers rating our service as satisfactory, including 50% rating service as excellent.**

**Despite dwindling resources, the Piscataway Board of Education will work to overcome the economic, political and social challenges facing our district and strive to ensure that funding and facilities are available to achieve our other goals.**

## Welcome

This brochure explains who we are, what we do, and how to bring matters of concern to our attention. As representatives of the community we invite your participation and welcome your comments.



The Piscataway Board of Education is a government body with power defined by the State of New Jersey.



*We are a community united behind  
the education of every child*

The Board is comprised of nine (9) unsalaried, volunteer Piscataway citizens, elected by registered voters in the November School Board and General Election.

Each Board member serves a three-year term which is staggered, usually three seats are filled each year. An elected high school junior and senior serve as non-voting student representatives. The Superintendent of Schools also sits ex officio on the Board, without voting rights.

## Responsibilities of the Board and Administration

### ***Board Responsibilities:***

- Set district policy regarding program, facilities, etc.
- Determine long-range direction and set annual district goals
- Hire Superintendent
- Adopt annual operating budget and present for voter approval
- Hold administration accountable for student achievement
- Communicate with the community

### ***Administration Responsibilities:***

- Implement Board policy and develop regulations
- Hire and supervise all staff
- Manage and monitor all finances
- Develop and evaluate educational programs
- Develop professional programs for staff training
- Assure the safety of students
- Manage the operation of all facilities
- Communicate with the community

## Meetings

**Regular Meetings** - Board Meetings are usually held on the 2nd and 3rd Thursday of each month at the Piscataway Township Administration Building, 1515 Stelton Road. The Board meeting starts at 7 p.m. with a private session. The public portion of the meeting starts at 8 p.m. and the community is encouraged to attend and participate during the public sessions. During regular meetings the Board of Education can take official action on school business, discuss policy, hire personnel, give direction to the Administration, and set goals for the school district.

**Executive Meetings** - In accordance with the New Jersey Open Public Meetings Act (the "Sunshine Law"), the Board of Education meets in executive sessions (or closed work sessions) which are not open to the public. The only topics discussed in executive sessions are those which are legally held confidential, such as personnel issues, labor negotiations, litigation, and specific student issues. Most items discussed in these sessions are formally voted on at a subsequent Board Meeting without discussion.

**Committee Meetings** - Most discussion and debate occurs during Board Committee Meetings. Most of these committees are open to the public, examine background material and make recommendations for action to the full board. The Piscataway Township Board of Education is unique in encouraging members of the community to attend and/or serve on these committees. Each Board committee is comprised of three Board of Education members, and appropriate members of the administration and staff. With the exception of Negotiations, Committee meetings are open to the public. Current Board Committees with public membership are:

*(continued on Page 3)*

## Meetings...

- **Curriculum and Programs:** Reviews curriculum, texts, and programs in order to recommend Board adoption, carefully considering the issues and research related to the education of all children.
- **Fiscal Planning and Operations:** Ensures resources are allocated and utilized in accordance with the Board's short and long term educational and operational goals and objectives.
- **Community Relations:** Creates and executes initiatives

to improve public support and awareness of educational opportunities.

- **Legislative/Policy:** Develops and revises board policies as mandated by law or required for the daily operation of the district. Efforts include addressing issues with public officials, assisting at community events, and initiating activities that strengthen communications among all segments of the community.
- **School Culture and Climate:** Assist school and district with culture and climate initiatives that will benefit the entire Piscataway community. Efforts will include

beautification projects and programs that will promote positive educational environments.

If you are interested in serving on a Board committee, please fill out the form available on the district website, email [info@pway.org](mailto:info@pway.org), or call the Board Secretary (732-572-



2289 x2532).

## Public Input

Citizens are encouraged to ask questions or comment at Board meetings regarding educational issues and school matters of community interest. In support of this position, the Board of Education has established a period of public comment at every public meeting. This period is listed on the Board agenda as "Public Comments from the Floor." Occasionally, there may be a topic of community-wide interest, and in these instances, the Board of

Please note that due to privacy requirements, individual student or staff problems cannot be discussed in a public meeting. If you have a concern about your child's specific educational experience, please discuss it with your child's teacher or counselor. If the problem cannot be solved at that level, then you should contact the teacher's Supervisor, then Department Head and Principal. If further action is needed, contact the Superintendent's Office.

Education may require that individuals register to speak prior to the beginning of the meeting. When addressing the Board of Education, please:

- State your name and address.
- Limit your comments to three minutes, although you may speak a second time after all others who wish to speak have been heard.
- Address your statements and/or questions to the presiding officer of the Board, and not to specific Board Members.
- Speak in a civil manner, with respect for the dignity and privacy rights of others.
- Submit written material to the Board if appropriate.

## Other Ways to Get Involved

**Register to Vote in Annual School Elections** - All community members are encouraged to vote in the annual school elections, held at the same time as the November General Election. At this time, voters choose members of the Board of Education .

NOTE: you must be a citizen of the United States, a resident of Piscataway, 18 years of age on or before

the day of the election, and registered to vote at least 21 days before the election. Call 732-572-2289 x 2520 for a voter registration application.

**Interested in Running for the School Board?** Citizens who are committed to the process of public education for all children often take that extra step and run for the Board

of Education. The State of New Jersey sets minimal requirements for Board candidates: You must be able to read and write, be a US citizen, a Piscataway resident for at least one year, and 18 years of age at the time of the election. Additionally, you can have no interest in any contract with, or claim against the board, and you may not hold office as mayor or member of the municipi-