

**Bylaw**

QUALIFICATIONS AND REQUIREMENTS OF BOARD MEMBERS

Qualifications for member of the board of education are as follows:

- A. He/she is a citizen of the United States of America;
- B. He/she is at least eighteen years of age;
- C. He/she is able to read and write;
- D. He/she has been a resident of the municipality from which he/she is elected or appointed, for at least one year immediately preceding the date of the election;
- E. He/she is registered to vote in the municipality from which he/she is elected;
- F. He/she is not disqualified as a voter pursuant to N.J.S.A. 19:4.1;
- G. He/she does not hold office as mayor or as a member of the governing body of a constituent municipality;
- H. He/she has no interest directly or indirectly in any contract with or claim against the board; and
- I. He/she has not been disqualified due to the conviction of a crime or offense listed in N.J.S.A. 18A:12-1. In order to fulfill this requirement:
  - 1. Each member of the board of education, within 30 days of the election or appointment to the board shall undergo a criminal history background check investigation for the purpose of ensuring that the member is not disqualified for membership due to a conviction of a crime or offense pursuant to the statute listed above; and
  - 2. The board shall reimburse the member for the cost of the criminal history record check, including all costs for administering and processing the check when the results reveal no disqualifying offences.

Within 30 days of election/appointment, board members shall file with the board secretary, on forms provided by the School Ethics Commission, both a Personal/Relative Disclosure Form (N.J.S.A. 18A:12-25) and a Financial Disclosure Statement (N.J.S.A. 18A:12-26). The board secretary shall file the original with the executive county superintendent (N.J.A.C. 6A:28-3.1).

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Key Words

Board Member, Qualifications, Criminal History Check, Crime Check, Background Check

**Legal References:** N.J.S.A. 18A:12-1 et seq. Qualifications of Board Members  
See particularly:  
N.J.S.A. 18A:12-1.2 Criminal history background investigation for board of education members  
N.J.S.A. 18A:12-25, 26 Personal/Relative Disclosure Form and Financial Disclosure Form  
N.J.S.A. 18A:13-7 Regional Board Members  
N.J.S.A. 19:4-1 Constitutional Qualifications

QUALIFICATION AND REQUIREMENTS  
OF BOARD MEMBERS (continued)

File Code: 9111

N.J.A.C. 6A:28-3.1      Filing disclosure statements

**Possible**

**Cross References:** \*9200      Orientation and Training of Board Members  
                                 \*9270      Conflict of Interest  
                                 \*9271      Code of Ethics

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