

# REGULATION

**NORTHVALE  
BOARD OF EDUCATION  
SUPPORT STAFF MEMBERS**

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## **R 4150 – DISCIPLINE**

### Criminal Charges/Convictions

The Board is cognizant of its duty to provide a safe environment for education for the pupils in its charge, as well as its duty to honor the tenure rights of its employees. To this end, the Board establishes the following guide to govern circumstances wherein a tenured employee has been accused of or charged with criminal conduct.

#### A. Procedure following arrest and charge of an employee

##### 1. Determine available information

- a. Where it is brought to the attention of the Board that an employee has been arrested and charged with a crime, the Board shall determine if information is sufficient to draft charges.
- b. If there is sufficient credible information to draft a tenure charge which, if true, would warrant the dismissal or reduction in salary of the employee, the Board should consult with legal counsel to assist in the drafting of such charge. The provisions of N.J.S.A. 18A: and N.J.A.C. 6 should be strictly followed.

##### 2. Confidentiality

All discussions regarding the preparation and filing of tenure charges related to a criminal action shall be conducted in executive session, even if the employee requests otherwise. The Board recognizes that tenure charge preparation and determination is not subject to the Open Public Meetings Act.

##### 3. Interim suspension with pay

In the event that there is insufficient evidence to proceed with the filing of tenure charges in good faith, the Board shall determine, after consultation with legal counsel, whether suspension with pay pursuant to N.J.S.A. 18A: is appropriate. In making such a determination, the Board shall weigh the nature and severity of the crime charged, the connection with violent tendencies and the possibility of endangering the safety or welfare of the students.



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4. Suspension without pay

The Board recognizes that until an indictment is handed down, suspensions without pay may be imposed only where tenure charges have been filed; and in that instance, for only one hundred twenty days. The Board recognizes, however, that where an employee has been indicted and the Board has formally acted to suspend the employee, salary need not be paid pending the outcome of the criminal trial.

B. Procedure upon dismissal of charges

In the event the charges against an employee are dismissed, the Board shall, after consultation with legal counsel, determine whether sufficient evidence of the underlying conduct is available to certify tenure charges in good faith, notwithstanding the fact that criminal conduct could not be proved beyond a reasonable doubt. The Board shall particularly investigate the availability of hearing transcripts, evidence and witness availability when making this determination.

C. Procedure upon guilty plea or conviction

1. The Board shall determine upon advice of legal counsel whether the offenses leading to the conviction fall under N.J.S.A. 2C:51-2, mandating automatic forfeiture of position. If so, the Board shall deem the employee to have forfeited his/her position automatically upon the date of the guilty plea or conviction.
2. The Board shall further assure that the Superintendent carry out his/her responsibilities under N.J.A.C. 6:, to notify the Commissioner of Education directly of such a criminal conviction involving a certificate holder, so that the commissioner may notify the board of examiners of such conviction.

D. Settlement of tenure charges involving criminal conduct

1. Once tenure charges have been certified to the commissioner, the Board shall carefully consider settlement alternatives if the option arises. Where a lump sum is to be exchanged for the letter of resignation, the Board shall not pay any sums contemplated by the consent order of withdrawal or stipulation of settlement agreement unless and until the commissioner approves the entire settlements.



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2. The Board is cognizant of both the jurisdiction of the commissioner to approve or reject such settlements and the difficulty of reacquiring moneys paid in error in event that the commissioner does not find the settlement to be in the public interest.

E. Background check upon initial employment

The Board shall insure that the Superintendent or designee complies with all statutes and regulations involving criminal background checks of employees prior to hiring and verifies that teaching certificates are in full force and in effect when employing a teaching staff member.

Issued: September 28, 1998

Revised and Updated: may 15, 2017

