

**Bylaw**

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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.

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).

NJSBA Review/Update: September 2013  
Adopted: October 17, 2013

**Legal References:** N.J.S.A. 18A:12-1 et seq. Qualifications of Board 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  
N.J.A.C. 6A:28-3.1

**Possible**

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

QUALIFICATIONS AND REQUIREMENTS OF BOARD MEMBERS (continued)

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