



# Reminder: New Board Members Must Complete Criminal Background Checks

State law requires school board members to undergo criminal background checks within 30 days of election or appointment. Incumbent school board members, who were reelected Nov. 7, do not have to undergo criminal background checks.

Under the law, board members who do not complete the fingerprinting process within the 30-day period following election could be declared ineligible to serve in office. If the completed criminal history review reveals conviction(s) for any of the offenses listed in the [statute \(http://www.njleg.state.nj.us/2010/Bills/PL/11/72\\_.HTM\)](http://www.njleg.state.nj.us/2010/Bills/PL/11/72_.HTM), the individual will be disqualified from office.

NJSBA urges all board members-elect to complete the fingerprint application as soon as possible in order to address any potential questions before the January organization meetings take place.

In previous years, board members were permitted to take the oath of office, pending the results of a criminal history background check. Effective March 6, 2017, that is no longer permissible.

In order to take the oath of office, a criminal history background check must be completed within 30 days of the election or appointment. The 30-day time frame commences upon certification of the votes or confirmation of the appointment.

To schedule an appointment, access the Criminal History Review Unit's direct [web address \(http://www.nj.gov/education/educators/crimhist/\)](http://www.nj.gov/education/educators/crimhist/).

**If you have previously submitted to a criminal background check** School board members who underwent criminal background checks for employment in another New Jersey school district after Feb. 21, 2003 will have their fingerprints on file. However, they must complete an abbreviated online application process, also accessible at the NJDOE Criminal History Review [webpage \(http://www.nj.gov/education/educators/crimhist/\)](http://www.nj.gov/education/educators/crimhist/).

Contact the NJDOE Criminal History Review Unit at (609) 376-3999 for additional information.

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## Contact Us

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## Quick Links