



# Evesham Township School District

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Dr. C. Dan Blachford, Interim Superintendent  
John Recchinti, School Business Administrator

Danielle T. Magulick, Director of Curriculum & Instruction  
Richard G. Dantine, Jr., Director of Personnel

February 3, 2020

Re: Support Staff Member/School District Reporting Responsibilities

To All Support Staff:

In accordance with Evesham Township Board of Education Policy 4159, I am required to annually provide you with the information listed below.

Please be advised that all support staff members shall be required to report their arrest or indictment for any crime or offense to the Superintendent of Schools within fourteen calendar days of the arrest or indictment. For purposes of this policy, "support staff members" shall include all school district employees who hold a position in the school district for which no certificate issued by the New Jersey Board of Examiners is required.

The report submitted to the Superintendent shall include the date of arrest or indictment and charge(s) lodged against the support staff member. Such support staff members shall also report to the Superintendent the disposition of any charges within seven calendar days of the disposition. Failure to comply with these reporting requirements may be deemed "just cause" for disciplinary action, which may include termination or non-renewal of employment in accordance with the law.

It is my hope that we will never have to put these notification requirements to use. However, if you find yourself in any of these situations, you must report the situation(s) to me.

Sincerely,

Dr. C. Dan Blachford  
Interim Superintendent of Schools

Making the world a better place,  
one student at a time

