SCHOOL BOARD COMMUNICATION

Policy

Purpose

To identify how the Board and individual members communicate with various stakeholders

Definitions

N/A

Policy Statement

It is the belief of the Board that open communication is essential for the effective operation of the school system. Through established procedures, the Board will ensure that its members have knowledge of the communications directed to it from the public, and from the staff. This is not to be construed as denying the right of any staff member to appeal any action or decision of the Superintendent to the Board.

Board Communication with the Public

All communication received by the system addressed to the Board will be copied and distributed to all Board members, either as a weekly update or as agenda materials for a subsequent meeting.

The President of the Board will acknowledge correspondence other than letters of acknowledgement, circular letters, advertisements, or letters terminating a correspondence.

The receipt of anonymous communications received by any Board member concerning personnel or other school related matters, shall be referred to the superintendent. All such telephone calls shall be promptly terminated. The only exception will be in cases involving the reporting of alleged child abuse or neglect. The public is reminded that individual Board members have no special authority excepting when they are at a legally convened meeting of the Board or vested in special authority by Board action.
Board Communication with Staff

Effective communication between the Board and staff is essential for providing the best possible educational opportunities for students, the proper disposition of personnel matters within the system, and for maintaining continued confidence by the entire community.

All official communication, policies, and directives of interest and concern to the staff will be communicated to staff members through the superintendent. The superintendent will employ such media as are appropriate to keep staff informed of the Board’s issues, concerns, and actions. Staff members are reminded that individual Board members have no special authority excepting when they are at a legally convened meeting of the Board or vested in special authority by Board action.

Staff Communication with the Board

All communications or reports to the Board or to any subcommittees from principals, directors, supervisors, teachers or other staff members will be submitted to the Board through the superintendent. Discussions by either party of personalities or personnel matters which are contrary to the Board fiduciary duties and obligations under law are not allowed.

Visit to Schools

Individual Board members interested in visiting schools, classrooms, or offices will make arrangements for visitations through the principals of the various schools or through the appropriate individual. Such visits will be regarded as informal expressions of interest in school affairs and not as “inspections” or visits for supervisory or administrative purposes. Official visits by Board members will be conducted with the knowledge of staff, including the superintendent, principals, or other supervisors, as appropriate.

Staff and Board members share a keen interest in schools and in education generally. It is expected that when Board members and staff meet at social events and other functions, they will informally discuss educational issues of mutual interest.