

Public Information Program

This district shall encourage two-way communication channels with the public. Such channels shall enable the board and staff to interpret the schools' achievements and needs to the community, to provide a means for citizens to express their needs and expectations to the board and staff, and to promote effective school, home and community partnerships.

The superintendent shall establish and maintain a communication process within the school system and between it and the community. Such a public information program shall provide for a district annual report, news releases at appropriate times, news media coverage of district programs and events, district information to all district residents, and regular direct communication between individual schools and the patrons they serve. The public information program shall also assist staff in improving their skill and understanding in communicating with all publics.

Community opinion may be solicited through educational partnership committees, parent organizations, parent-teacher conferences, open houses, community forums, and other such events or activities which may bring staff and citizens together. On a regular basis, board meetings may be scheduled at neighborhood schools. Survey instruments and/or questionnaires may be developed in order to gain a broad perspective of community opinion.

The board is a nonpartisan public body. Neither staff, students, nor district facilities or equipment shall be used to disseminate material of a political nature.

The superintendent shall identify staff who have significant public information responsibilities and establish guidelines for their work. The guidelines shall address such matters as authority for preparing releases and the nature and content of bulletins to parents.

Collection of Disciplinary Data

The district will collect data on student disciplinary actions taken in each school, and the information will be available to the public on request. This information may not be personally identifiable and shall not include a student's name, address or social security number.

Annual Reports

The district and individual schools will prepare annual reports to the board and community.

The board directs the superintendent to prepare appropriate procedures to implement this policy.

Cross References:

- (cf.: 0100 – Commitment to Strategic Planning)
- (cf.: 0510 – Vision)
- (cf.: 0520 – The Roadmap – Eight Areas of Focus)
- (cf.: 0530 – Mission)
- (cf.: 0540 – District Goals)
- (cf.: 0550 – Targets and Objectives)
- (cf.: 0560 – Visioning the Future 2004-2007)
- (cf.: 0570 – Operating Principles)
- (cf.: 1441 – Board Meetings - Public Participation)
- (cf.: 3230 – Student Privacy)
- (cf.: 3441 – Child Abuse and Neglect)
- (cf.: 3600 – Student Records)
- (cf.: 3605 – Release of Student Directory Information)
- (cf.: 4110 – Confidential Communications)

Legal References:

- RCW 28A.320.090 Preparing and distributing information about the district's instructional program, operations and maintenance - Limitation
- RCW 42.30 Open Public Meetings Law
- 20 USC 1232g (34CFR Part 99) - The Federal Education Rights and Privacy Act (FERPA)

Adoption Date:

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