

The Board desires to maintain open channels of communication between itself and the staff. The basic line of communication will, however, be through the Superintendent of Schools or designee.

#### Staff Communication to the Board

All communications or reports to the Board or any Board committee from Principals, supervisors, teachers, or other staff members shall be submitted through the Superintendent. Any communication addressed to the Board and delivered to the Superintendent/Designee shall be forwarded to the Board.

#### Board Communication to Staff

All official communications, policies, and directives of staff interest and concern will be communicated to staff members through the Superintendent.  
Any communication addressed to the staff, individually or collectively, by the Board shall be forwarded to the staff as directed.

Law Reference:

Appendix Reference:

Date Adopted: January 10, 2011

Last Review/Revision Date: April 6, 2016