



Book	BHASD Policies
Section	900 Community
Title	Publications Program
Code	902
Status	Active
Adopted	June 28, 2004
Last Reviewed	September 11, 2017

Purpose

The Board believes that all reasonable means should be employed to keep the public informed on matters of importance regarding district policies, finances, programs, personnel and operations.

Delegation of Responsibility

The Board shall determine which of its official actions have such community impact and interest to warrant special release, and it will release information to the media and/or public on matters of importance.

Matters of a routine nature may be released by the Superintendent or designee as they have been recorded in the minutes of Board meetings and upon request of media representatives.

All publications, releases, photographs and the like depicting the accomplishments of district students and staff may be approved at the discretion of the Superintendent or designee.

The responsible district administrator shall direct an information program designed to acquaint the public with the achievements, programs and needs of the schools. The information program may include but not be limited to: :

1. District newsletter.
2. District activities calendar.
3. Board policies.
4. Financial information.
5. Assessment results.[1]
6. School newspapers.
7. Yearbooks.
8. Student handbook(s).
9. Parent handbook(s).
10. Newspaper features.
11. Website.
12. Social media.

The Superintendent or designee shall ensure communications are conducted in a manner of proper taste, relevance, and individual privacy in the writing and photographing of school publications, including provisions for personal release.

