

LITCHFIELD SCHOOL DISTRICT

POLICY CODE: KDA <i>(Replaces KB)</i>	APPROVAL: March 3, 2010 Page 1 of 1
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PUBLIC INFORMATION PROGRAM

The Litchfield School Board shall strive to keep the people informed of the affairs of the District. To achieve its goals for good school-community relations and maintenance of open communication with the public, the Board authorizes the Superintendent to:

1. Prepare or guide the preparation of informational materials including the annual report, newsletters, articles for periodicals, newspapers and/or radio releases, special pamphlets, and other assigned material, and to maintain close liaison with news media and publicity organizations.
2. Provide staff members with resources for preparation of material for community and staff distribution to include, but not be limited to the District website, handbooks, information, leaflets, etc.
3. Organize or assist in development of speakers' bureaus and speaking engagement with school and community groups.
4. Assist in coordinating work with civic and other groups which support the school system.
5. Serve as community relations liaison to the Board and other staff members.

Legal References:

NH Code of Administrative Rules, Section Ed. 306.04(a)(11), Policy Development
NH Code of Administrative Rules, Section Ed. 306.04(k), Policy Development

Approval: 2nd Reading, March 3, 2010
Reviewed: 1st Reading, February 10, 2010
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Approval: Original, KB, Dated January 20, 1988