

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 4000

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### **PUBLIC INFORMATION PROGRAM**

The district shall strive to maintain effective two-way communication channels with the public. Such channels shall enable the board and staff to interpret the schools' performance and needs to the community and provide a means for citizens to express their needs and expectations to the board and staff.

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, 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 the public.

Community opinion may be solicited through parent organizations, parent-teacher conferences, open houses and other events or activities which may bring staff and citizens together.

The board is a nonpartisan public body and as such shall not endorse political candidates. Neither staff nor students shall be asked to disseminate campaign materials from the schools nor shall any of the district's facilities or communications services be used to disseminate such material.

The superintendent shall identify staff who have significant public information responsibilities and establish procedures for their work.

#### Collection of Disciplinary Data

The district will collect data on student disciplinary actions taken in each school, and the information will be made available as required by law or by the office of the Superintendent of Public Instruction.

#### District Annual Report

An annual report addressing the activities of the school district and the administration's recommendations for improvement of student learning and district operations shall be prepared by the superintendent and presented to the board as soon as possible after the close of each school year. Upon board approval, the report shall be made available to the public and used as one means for informing parents and citizens, the state education agency, and other districts in the area of the programs and conditions of the district's schools. The district must ensure awareness of and compliance with certain statutory requirements as specified in Policy No. 2106. When the district is not in compliance, such deviations shall be incorporated into the annual report.

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Cross Reference:	Board Policy 2106	Program Compliance
Legal References:	RCW 28A.150.230	Basic Education Act of 1977--District school directors as accountable for proper operation of district--Scope--Responsibilities

**Adopted by the Board: July 16, 2002**  
**Revised: October 7, 2003**