

## BOARD-STAFF COMMUNICATIONS

The Board wishes to maintain open channels of communications with the staff. The basic line of communication will, however, be through the superintendent.

### Staff Communications to the Board

All communications or reports to the Board or any of its subcommittees from principals, teachers, or other staff members will be submitted through the superintendent. This procedure does not deny the right of any employee to appeal to the Board from administrative decisions on important matters, provided that the superintendent has been notified of the forthcoming appeal and that is processed in accordance with the Board's policy on complaints and grievances. Staff members are also reminded that Board meetings are public meetings. As such, they provide an excellent opportunity to observe first hand the Board's deliberations on problems of staff concern,.

### Board Communications to Staff

All official communications, policies, and directives of staff interest and concern will be communicated to staff members through the superintendent. The superintendent will develop appropriate methods to keep staff fully informed of the Board's problems, concerns and actions.

### Visits to Schools

Board members must recognize that their presence in the schools could be subject to a variety of interpretations by school employees. Therefore, individual Board members interested in visiting schools or classrooms will inform the superintendent of such visits and make arrangements for visitations through the principals of other various schools. Board members will indicate to the principal the reason(s) for the visit (if it is being made for other than general interest). Such visits will be regarded as informal expressions of interest in school affairs and not as "inspections" or visits for supervisory or administrative purposes. Official visits by Board members will be carried out only under Board authorization.

LEGAL REFS.: ORC 3301.11; 3301.12;  
3313.20