## **BIXBY PUBLIC SCHOOLS**

## **POLICY 5100**

## PUBLIC INFORMATION PROGRAM

The superintendent, as a representative of the district, is given the responsibility of informing the public as to the purpose, goals, methods, and progress of the educational program. Accuracy, reliability, and leadership in this area will develop confidence and understanding, thereby creating better relationships between the school district and the community. All school personnel are responsible for good public relations.

Therefore, all written notices, bulletins, newsletters, and matters pertaining to students are to be submitted to the principal prior to release. Matters that pertain to the district will be submitted to the superintendent of schools prior to release.

Non-school-originated material of a commercial, political, or religious nature shall not be disseminated. Notices from community organizations, such as Camp Fire Girls, Boy Scouts, PTA, etc., that directly effect the children of the district may, in the discretion of the principal, be forwarded to parents via the students.

The policy is not intended to interfere with the responsibility of district personnel to communicate with the parents or legal guardians of a particular student. It is intended to insure that prompt, reliable, and accurate information is provided to parents and patrons of this district.

Adoption Date: November 13, 2000