

Amity School District 4J News Release Policy

Code: KBCA

Amity School District 4J

Adopted: 6/13/90

News Releases

Routine news and information concerning school events, personnel, students, and programs may be released to the press by or with the approval of the administrative officer in charge of the school or program area concerned.

For purposes of coordination, news releases prepared by staff members for local publication should be released through the office of the building principal with a copy forwarded to the superintendent.

All other matters representing the official position of Amity School District 4-J, prepared for publication by any of its employees, shall be approved by the superintendent prior to release to the press.

Information about school activities and problems will be provided to the community in a way which will create and maintain a dignified and professionally responsible image for the district.

The procedures listed below will be followed in giving official information to the news media:

1. The Board chairman will be the official spokesperson for the Board, unless this duty is delegated to the superintendent;
2. News releases that are of district-wide interest or that pertain to established district policy will be the responsibility of the superintendent.

END OF POLICY

Legal Reference(s):

[ORS 192.640](#) [ORS 332.107](#)