BOARD-EMPLOYEE COMMUNICATIONS

The Berlin Board of Education desires to maintain open channels of communication between itself and the staff. The basic line of communication will be through the Superintendent of Schools.

Staff Communication to the Board

All official communications or reports to the Board or any Board committee from principals, supervisors, teachers, or other staff members shall be submitted through the Superintendent.

Board Communications to Staff

All official communications, policies, and directives of employee interest and concern will be communicated to staff members through the Superintendent, and the Superintendent will employ all such media as are appropriate to keep employees fully informed of the Board's actions and concerns.

Visits to Schools

Individual Board members interested in visiting schools or classrooms will inform the Superintendent of such visits and make arrangements for such visits through the principals of the various schools. Such visits shall 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 on only under Board authorization and with the full knowledge of the Superintendent and principals.

Social Interaction

Staff and Board members share a keen interest in the schools and in education generally, and it is to be expected that when they meet at social affairs and other functions, they will informally discuss such matters as educational trends, issues, and innovations and general school district problems. Employees are reminded that individual Board members have no special authority except when they are convened at a legal meeting of the Board or vested with special authority by Board action. Therefore, discussions of personalities or personnel grievances by either party will be considered unethical conduct.

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