

BOARD-EMPLOYEE COMMUNICATIONS

The school's basic premise is that it is a high-functioning community of stakeholders, including employees. Toward that end, the Board expects to maintain open communication channels between itself and the employees. The basic line of communication will be through the Director.

I. Staff Communications to the Board

Communications are expected to go through the Director or designee when the issues are unrelated to teacher participation in Board committees. This policy intends to ensure the Director or his/her designee is fully aware of the context in which he/she performs his/her leadership/management role. However, staff members are encouraged to participate in and contribute to Board and Committee meetings.

II. Board Communications to Staff

The default path for communications is to go through the Director or his/her designee, but in many cases, it is expected that the Director or his/her designee will participate in full Board meetings. For efficient communication, communication may go out directly from the Board to both Board and staff members within 72 hours following Board meetings.

III. Visits to Schools

Individual Board members interested in visiting schools or classrooms will inform the Director or his/her designee of such visits and make arrangements for visitations through the Director or his/her designee. Such visits shall be regarded as informal expressions of interest in school affairs, not as “inspections” or visits for supervisory or administrative purposes. Official visits by Board members will be carried out only under Board authorization and with the full knowledge of the Director.

IV. Social Interaction

Staff and board members share a keen interest in the school and education generally, and it is expected that when they meet at social affairs and other functions, they will informally discuss such matters as educational trends, issues, and innovations. However, 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, discussing personalities or personnel grievances by either party will be considered unethical conduct.

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