

VIGO COUNTY SCHOOL CORPORATION
TERRE HAUTE, INDIANA

File: **BDDI**

NEWS MEDIA SERVICES AT BOARD MEETINGS

The Board of School Trustees believes that one of the paramount responsibilities of a Board is to keep the public informed of its problems, deliberations, policies, and actions. Therefore, the Board encourages the attendance of press representatives at all meetings except Executive Sessions.

The following general guidelines shall be followed by the administration in working with the news media:

1. A copy of the Agenda will be sent in advance to members of the working press.
2. A press table provided with working copies of the Agenda and all Agenda materials shall be located near the Board's table to enable the reporters to follow the discussion without difficulty.
3. In order that the Board may transact its business with dispatch, questions from the press will not be entertained while meetings are in progress. However, a representative of the Board or the administration will be available after each meeting to answer reporter's questions and to clarify points of discussion and action.
4. When individual board members receive requests from news media representatives for information about board meetings, members shall refer the information seekers to the Board President who shall be the spokesperson for the Board except as he specifically delegates this responsibility to other members.

In the event that representatives of the news media are unable to attend a meeting, they shall be provided with a summary of important Board actions upon request.

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