

VIGO COUNTY SCHOOL CORPORATION  
TERRE HAUTE, INDIANA

File:     **BG**    

**BOARD-STAFF COMMUNICATIONS**

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

**Staff Communications to the Board**

All communications or reports to the Board from principals, supervisors, teachers, or other staff members shall be submitted through the superintendent. This necessary procedure shall not be construed as denying the right of any employee to appeal to the Board from administrative decisions on important matters, provided that the Superintendent shall have been notified of the forthcoming appeal and that it is processed in accordance with the Board's policy on complaints and grievances. Staff members are also reminded that Board meetings are public meetings. As such, they provide an excellent opportunity to observe at first hand the Board's deliberations on problems of staff concern.

**Board Communications to Staff**

All official communications, policies, and directives of staff 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 staff fully informed of the Board's problems, concerns, and actions.

**Visits to Schools**

Individual Board members interested in visiting schools or classrooms should inform the superintendent of such visits and make arrangements for visitations 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.

**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. However, staff members are reminded that individual Board members have no special authority excepting when they are convened at a legal meeting of the Board or vested with special authority by Board action. Therefore, discussions by either party of personalities or personnel grievances will be considered as evidence of unethical conduct.

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