

**CANDIA SCHOOL DISTRICT  
BOARD-EMPLOYEE COMMUNICATIONS**

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

**Staff Communications to the Board**

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

**Board Communications to Staff**

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

**Visits to School**

Individual board members interested in visiting the school will make arrangements for such through the Principal. 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 Principal.

**Social Interaction**

Staff and board members share a keen interest in the school 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, employee members 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.

Adopted: June 1, 2000

Reviewed: June 1, 2023