

## PUBLIC INFORMATION PROGRAM

**1100.**

### PUBLIC INFORMATION

Each principal is authorized to use all means available to keep parents and the community informed of his/her school's programs and activities. However, the release of information of district-wide interest is to be coordinated through the Central Office.

Approved: April 28, 1981

Amended: December 15, 2015

Previous Policy Number: JB-R

## Guidelines for Public Information

### **1100 (R).**

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**1100.1.**

**PUBLIC'S RIGHT TO KNOW - STATISTICAL DATA**

In recognition of the need for an informed citizenry and the public's right to know, the Board provides citizens with information about the school system in statistics and studies reported at Board meetings and disseminated in the news media, as well as in special information-sharing meetings conducted by the staffs of the schools and by parent organizations.

In continuing to comply with Connecticut General Statutes §1-200, and continuing to fulfill its responsibility to keep the public informed, while at the same time attempting to control excessive expenditures of staff time in the compilation, assembly and distribution of information relating to the operation of the public schools, the Board has enacted the following policy:

Any requested information covered by Section 1-200 that is readily available in the format in which it is requested will be supplied by the Superintendent for inspection or copying by the person or group making the request. A fee of 50 cents per page will be charged for the cost of reproducing requested information.

**Legal Reference:**

Connecticut General Statutes, Section 10-15

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**1100.2.**

**SCHOOL-SPONSORED INFORMATION MEDIA**

Formal publications issued by and in the name of the schools shall reflect the high regard in which our schools are held. The exercise of appropriate economy in materials and production is expected.

In addition, the Board encourages the regular distribution by each school of printed and electronic material about its activities to all district parents and interested citizens.

**Cross Reference:**

Policy 6145.3 (Student Publications)

Policy 1325 (Advertising in the Schools)

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