

POLICY

NORTHVALE
BOARD OF EDUCATION
COMMUNITY
9400/page 1 of 1
News Media Relations

9400 NEWS MEDIA RELATIONS

Representatives of the local newspapers and radio and television stations are an important link in the communications chain between the school district and the community it serves. The maintenance of good working relationship with members of the press is essential to meeting the objectives of the district's school and community relations program.

The Board of Education must give formal approval to all basic practices governing relations between news media and the district and reserves the right to negotiate, on terms most favorable to the district, for the radio broadcasting, televising, filming, or sound recording of any school event by an outside agency.

Representatives of all news media are invited to attend all public meetings of the Board of Education. The School Business Administrator/Board Secretary shall furnish meeting announcements to newspapers and other news media which communicate within the school district.

All material discussed at public Board of Education meetings shall be presented to media representatives by the president of the Board of Education or the Superintendent of schools.

The Superintendent shall be the chief communications representative of the Board. He or she shall be readily available to media representatives, provide media representatives with all appropriate and necessary information, suggest or supply feature articles or stories, prepare "press kits," assist school and parent organizations with press relations, meet periodically with media representatives, and protect school personnel from any unnecessary demands on their time by news media representatives.

The Superintendent must approve in advance interviews between staff members or pupils and media representatives and authorize the release of photographs of district subjects, personnel, or pupils. Where the release of a photograph may violate the privacy of a pupil or staff member, the Superintendent must first secure the written permission of the staff member or the pupil's parent or legal guardian.

Adopted: 28 September 1998

