

BIG HORN COUNTY SCHOOL DISTRICT NUMBER ONE
Box 688
Cowley, Wyoming 82420
POLICIES AND REGULATIONS
FILE: KDDA

NEWS RELEASES

Because the school district is a public institution endeavoring to serve the educational needs of the community, it is important that information be disseminated concerning activities and problems in our schools. In order that this publicity be given wide coverage and be coordinated into a common effort and purpose, the following procedures shall be followed in giving official information to the news media:

1. The Board chairman shall be the official spokesman for the Board, except as this duty is delegated to the superintendent.
2. News releases which are of a district-wide nature or pertain to established district policy are the responsibility of the superintendent.
3. News releases which are of concern to only one school, or an organization of one school, are the responsibility of the principal of that particular school. All statements made to the press by other staff members of the particular school must be cleared with the principal.

While it is impossible to know how news releases will be treated by the press, every possible effort should be made to obtain coverage of school activities which will create and maintain a dignified and professionally responsible image for the school district.

Official Newspaper

The Board, at its annual organizational meeting, shall designate the newspapers in which it will publish the notices and information required by law.

Current Practice Codified 1977
Adopted: Date of Manual Adoption
Revised: 2/12/81