



Book	Policy Manual
Section	3000 Professional Staff
Title	BOARD-STAFF COMMUNICATIONS
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### 3112 - **BOARD-STAFF COMMUNICATIONS**

The Board has a legitimate interest in maintaining order and facilitating the efficient resolution of concerns by directing that employee communications to the Board move initially through the chain of command to the District Administrator. Employees are expected to follow the established chain of communication as described in this policy. Failure to do so may result in employee discipline.

#### **A. Staff Communications to the Board**

All communications from staff members related to the performance of their job duties or responsibilities to the Board or its committees shall be submitted through the District Administrator. This procedure is not intended to deny any staff member the right to raise matters of concern regarding the District operations to the Board through established procedures when no resolution is reached by the administration.

#### **B. Board Communications to Staff**

All official communications, policies, and directives of the Board of staff interest and concern to the staff will be communicated through the District Administrator, who shall also keep staff members fully informed of the Board's problems, concerns, and actions. Board member communications with staff shall also be consistent with the expectations in Board Bylaw 0144.5- Board Member Behavior, Communications, and Code of Conduct.

#### **C. Social Interaction**

Both 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 activities of the District. However, since 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, discussions between staff and Board members related to the performance of job duties or responsibilities may be inappropriate violations of the chain of command.

Revised 10/26/09  
Revised 4/26/22

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Legal  
Garcetti v. Ceballos, 547 U.S. 410 (2006)  
Samuelson v. LaPorte Comm. Sch. Dist., 526 F.3d 1046 (7th Cir. 2008)