



Book	Policy Manual
Section	3000 Professional Staff
Title	Copy of BOARD-STAFF COMMUNICATIONS
Code	po3112
Status	
Adopted	October 26, 2015
Last Revised	October 1, 2024

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. Informal Dialogue and Mutual Engagement

The Board and staff recognize the value of open, respectful dialogue in building a strong educational community. Nothing in this policy is intended to prevent or discourage informal conversations between staff and Board members about general school topics, educational trends, or community concerns, provided such interactions do not involve specific job-related complaints, personnel matters, or requests for action that bypass established procedures or the District Administrator.

Staff and Board members are encouraged to engage in constructive, informal discussions at school events, community functions, or other settings where educational matters may naturally arise. These exchanges contribute to mutual understanding and help foster a collaborative culture within the District. To ensure that governance and operational roles remain clear, any concerns related to the performance of job duties, personnel, or specific operational issues should continue to be addressed through the appropriate administrative channels in accordance with this policy.

D. 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

Garcetti v. Ceballos, 547 U.S. 410 (2006)

Samuelson v. LaPorte Comm. Sch. Dist., 526 F.3d 1046 (7th Cir. 2008)