

## COMMUNICATIONS TO AND FROM THE BOARD

Staff members, parents, and community members should submit questions or communications to the School Board through the Superintendent. Board members' questions or communications to staff or about programs will be channeled through the Superintendent's office. If contacted individually, Board members will refer the person to the appropriate channel of authority, except in unusual situations. Board members will not take private action that might compromise the Board or administration.

*(cf. 9200 – Board Members)*

## BOARD MEMBER USE OF ELECTRONIC MAIL

E-mail to, by, and between Board members, in their capacity as Board members, shall not be used to conduct Board business. It shall be limited to:

1. Disseminating information; and
2. Messages not involving deliberation, debate, or decision-making.

It may contain:

1. Agenda item suggestions;
2. Reminders regarding meeting times, dates, and places;
3. Board meeting agenda or public record information concerning agenda items; or
4. Responses to questions posed by the community, administrators, or school staff, subject to this policy's first section.

A Board member sending an e-mail concerning the district shall copy the Superintendent or designee, who shall store the message consistent with the district's practice of record retention. There is no expectation of privacy for any messages sent or received by e-mail. Board members should keep public and personal communication totally separate.

## BOARD MEMBER USE OF SOCIAL MEDIA

1. Board members are encouraged to refrain from discussing district business on social media.
2. Post only content the district has already released to the public.
3. Board members should not use social media as a vehicle for communicating with each other outside of properly noticed meeting.

*(cf. 3523 – E-Mail)*

*(cf. 9010 – Public Statements)*

*(cf. 9320 – Meetings)*

*(cf. 9322 – Agenda/Meeting Materials)*

*Legal Reference:*

## Bylaws of the Board

### ALASKA STATUTES

*40.25.110 - .220 – Alaska’s Public Records Act*

*44.62.310 - .312 – Alaska’s Open Meetings Act*

*Revised 1/12*

*Reviewed 3/2016*

*Reviewed 8/2020*

*Reviewed 2/2023*