

News Releases

The Academy Board and the Director shall inform parents, students, staff and the community concerning objectives, achievements, needs and conditions of the school by means of newsletters, newspapers and other news publications.

News Media Relations

The Academy Board and the Director shall assure that a good working relationship is maintained with the various news media and service organizations in the area. To that end, all representatives of the media shall be given equal access to information about the school. General releases of interest shall be made available to all the media simultaneously for release.

The Director can speak on behalf of the school unless there is a conflict of interest.
The Assistant Director can speak on behalf of the school in the absence of the Director. Office staff and school employees will refer media representatives to the Director.

No employee will speak on behalf of the school without first consulting and receiving permission from the Director.

Any contact initiated by the media will be communicated immediately to the Academy Board designee. This Academy Board designee is responsible for informing the rest of the Academy Board in a timely manner.

Publications

Bulletins, booklets, pamphlets, and newsletters, and like publications concerning the school shall be prepared from time to time and shall be distributed to parents, staff members and other interested persons. It is the responsibility of the Director to ensure that publications originating in CPA are consistent with CPA mission, values, and directions. Outside publications originating in the schools must be approved by the Academy Board designee.

Adopted: June 7, 2004
Reviewed:
Revised: August 9, 2004, February 18, 2009
Rationale: New- patterned after District 50 June 2004, Changed Council to Board August 2004, changed to reflect delegation to Director and Academy Board designee