

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY

SECTION: COMMUNITY

TITLE: PUBLICATIONS PROGRAM

ADOPTED: July 1, 1991

REVISED:

	902. PUBLICATIONS PROGRAM
1.Purpose	The Executive Council believes that all reasonable means should be employed to keep the public informed on matters of importance regarding school policies, finances, programs, personnel and operations.
2.Authority	The Executive Council will determine which of its official actions have such community impact and interest to warrant special release; and it will arrange for release to the media information on such matters of importance.
3.Delegation of Responsibility	<p>Matters of a routine nature may be released by the Chairperson of the Executive Council or the Director as they have been recorded in the minutes of the Executive Council meetings and upon request of media representatives.</p> <p>All publications, releases, photographs and the like, depicting the accomplishments of the pupils and staff of the school may be approved at the discretion of the Director or a designee.</p> <p>The responsible school administrator shall direct an information program designed to acquaint the public with the achievements and the needs of the school, and which shall include as a minimum a newsletter.</p> <p>Other publications may include the Director's annual report, school newspapers, yearbooks, educational reports, employe handbook(s), student handbook(s), and parent handbook(s).</p>