

Hamilton County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: News Releases, News Conferences and Interviews	Descriptor Code: 1.503	Issued Date: 12/16/04
		Rescinded:	Revised: 10/20/22

1 The release of official news from the system and schools shall be coordinated as follows:

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- 3 1. The board chairman will be the official spokesman for the Board, except as this duty is
- 4 delegated to others;
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- 6 2. News releases which are of a system wide nature or pertain to established system policy are the
- 7 responsibility of the director of schools or a designated member of the administrative staff; and
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- 9 3. News releases which are of concern to only one school or to an organization of one school are
- 10 also the responsibility of the director of schools or a designated member of the administrative
- 11 staff, working in collaboration with the principal of that particular school as appropriate.
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13 When individual board members or the director of schools express their views on any issue which is in

14 opposition to a view expressed in board policy, they have the duty to make clear that the view

15 expressed is not the official view of the Board or school system.

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17 Every effort will be made by the district and its schools to announce school activities early enough to

18 meet publication or broadcast deadlines of the news media.

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20 News of open houses, exhibits, displays, productions, sport events and activities should be publicized

21 by the individual schools.

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23 News of the Parent-Teacher Association, Clubs, etc., activities should be handled by the individual

24 organizations.

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35 **Cross References:**

- 36
- 37 1. Board-Community Relations – Board Policy 1.500
- 38 2. Board Meeting News Coverage – Board Policy 1.502
- 39 3. Crisis Management – Board Policy 3.203