

<b>Millwood Public Schools</b> <b>6724 Martin L. King</b> <b>Oklahoma City, OK 73111</b>	<b>Policy: K-08</b> <b>Adopted: 9/2/03</b>
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## **Public Information Program**

It shall be the responsibility of the Board, through the superintendent, to inform the public of the needs, purposes, value, status, policies, actions, and business affecting the programs, students, teachers, and patrons of the Millwood Public School District. However, all school personnel are responsible for good public relations. Accuracy, reliability and leadership in public information will develop confidence and understanding, thereby creating better relationship between the school district and the community.

Therefore, all written or electronic notices, bulletins, newsletters and matters pertaining to students are to be submitted to the appropriate site principal prior to release. Matters that pertain to the district will be submitted to the superintendent prior to release.

Non-school originated material of a commercial, political or religious nature shall not be disseminated. Notices from community organizations, such as Boy Scouts, YWCA, PTA, etc., that directly affect the children of the district may, in the discretion of the principal, be forwarded to parents via the students.

This policy is not intended to interfere with the responsibility of district personnel to communicate with the parents or legal guardians of any student. It is intended to insure prompt, reliable and accurate information is provided to parents and patrons of the district.