

## **DARTMOUTH SCHOOL COMMITTEE POLICIES**

---

File: BHC

### **SCHOOL COMMITTEE--STAFF COMMUNICATIONS**

The School Committee wishes to maintain open channels of communication between itself and the staff. The basic line of communication will, however, be through the Superintendent.

#### **Staff Communications to the School Committee**

All communications or reports to the Committee or any of its subcommittees from Principals, supervisors, teachers, or other staff members will be submitted through the Superintendent. This procedure does not deny the right of any employee to appeal to the Committee for administrative decisions on important matters, except those matters that are outside of the Committee's legal authority, provided the Superintendent has been notified of the forthcoming appeal, and that it is processed in accordance with the Committee's policy on complaints and grievances. Staff members are also reminded that Committee meetings are public meetings. As such, they provide an excellent opportunity to observe first-hand the Committee's deliberations on problems of staff concern.

#### **School Committee Communications to Staff**

All official communications, policies, and directives of staff interest and concern will be communicated to staff members through the Superintendent. The Superintendent will develop appropriate methods to keep staff fully informed of the Committee's problems, concerns, and actions.

#### **Visits to Schools**

Individual School Committee members interested in visiting schools or classrooms will inform the Superintendent of such visits and make arrangements for visitations through the Principals of the various schools. Such visits will be regarded as informal expressions of interest in school affairs and not as "inspections" or visits for supervisory or administrative purposes. Official visits by Committee members will be carried on only under Committee authorization.

#### **School Committee Liaison Relationship with Schools**

Each school committee member shall maintain an unofficial, liaison role with one school. This role shall be rotated annually (coincident with member sub-committee role assignments). The role of the liaison is to create an informal, first-hand understanding of a particular school. This understanding, coupled with that of the other members will strengthen the committee's charge to make a maximum contribution to the goals of the District.

While an informal role, each member shall strive to maintain a meaningful relationship with his/her their respective school including:

- Ad-hoc attendance at PTO and School Council meetings including an introduction with general description of Committee's role, and relevant inputs of interest
- Participation in informal review of building budgets, School Improvement Plans, etc.

- Review of facility capabilities and shortcomings
- Ad-hoc participation at school functions

Highlights from each visit will be documented and shared between other members and the school and district administration.

SOURCE: MASC