

**Port Orford-Langlois
School District 2CJ**

Code: **KBCA**
Adopted: 5/10/88
Revised/Readopted: 6/8/04
Orig. Code(s): KBCA

News Releases

All news releases concerning the district, excepting accounts of student activities and columns written regularly by individual students or staff members for the school paper, shall be cleared through the office of the appropriate administrator. These procedures shall be followed in order to avoid duplication of materials, to maintain a consistent policy with regard to school publicity, and to compile a file of releases and pictures concerning the school district.

It is important that information about the activities and issues confronting the schools be provided to the community in a way which will create and maintain a dignified and professionally responsible image for the district.

The procedures listed below will be followed in giving official information to the news media:

1. The Board chairman will be the official spokesperson for the Board, except as this duty is delegated to the superintendent;
2. News releases that are of a districtwide nature or that pertain to established district policy will be the responsibility of the superintendent;
3. The superintendent will establish regulations for the dissemination of news releases pertaining to the school and athletics.

END OF POLICY

Legal Reference(s):

[ORS 192.640](#)

[ORS 332.107](#)