

**Saint Helens  
School District 502**

Code: **KBCA**  
Adopted: 9/21/98  
Readopted: 9/24/07  
Orig. Code(s): KBCA

**News Releases**

It is important that information about school activities and issues 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 chair will be the official spokesperson for the Board, except as this duty is delegated to the superintendent.
2. When individual Board members receive requests from news media representatives for information about Board meetings or actions, members will refer these representatives to the Board chair, who is the spokesperson for the Board. The chair may designate others to speak on behalf of the Board at his/her discretion. News conferences will be authorized by the Board chair.
3. News releases which are of a district-wide nature or pertain to established district policy will be the responsibility of the superintendent.
4. The superintendent will establish regulations for the dissemination of news pertaining to individual schools and activities.

Nothing in this policy is intended to limit the rights of individual Board members to speak their personal opinions.

END OF POLICY

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**Legal Reference(s):**

[ORS 192.640](#)

[ORS 332.107](#)