

POLICY FOR INFORMATION DISTRIBUTION

It will be the practice of the Josiah Bartlett School Board to distribute pertinent informational matters among Board members.

PROCEDURE

In the event of a significant occurrence- notification of police, fire, student injury requiring professional medical attention, or employee action that demonstrates gross poor judgment, negligence or activity to cause public concern, the principal will notify:

1. the Superintendent of School or his/her designee.
2. the Chairman of the Board.

At the same time of notification, the principal will inform the above as to pertinent facts, dates, and times.

The Board Chairman will notify other board members of significant occurrences.