

Policy 1112 Media Relations

Status: ADOPTED

Original Adopted Date: 04/08/1992

Last Revised Date: 05/15/2024

The Governing Board respects the public's desire for and right to information and recognizes that the media significantly influence the community's understanding of school programs, student achievement, and school safety. In order to develop and maintain positive media relations, the Board and Superintendent shall reasonably accommodate media requests for information and provide accurate, reliable, and timely information.

In conjunction with the Superintendent or designee, the Board shall periodically establish priorities and key messages for proactively communicating with the media regarding current district issues, activities, or needs.

Media representatives are welcome at all public Board meetings and shall receive meeting agendas upon request in accordance with Board policy.

Media representatives, like all other visitors, shall register immediately upon entering any school building or grounds when school is in session.

Staff may provide the media with student directory information, as identified in AR 5125.1 - Release of Directory Information, unless the student's parent/guardian has submitted a written request that such information not be disclosed. The district shall not release other student records or personally identifiable student information that is private or confidential as required by law, Board policy, or administrative regulation.

Interviewing and Photographing Students

The district shall not impose restraints on students' right to speak freely with media representatives. However, interviewing and photographing students shall not create substantial disruption to the orderly operation of the school or impinge on the rights or safety of students. Therefore, the district shall encourage media representatives who wish to interview or photograph students at school to make prior arrangements with the principal.

When interviewing or photographing a special education student, he/she shall not be identified as a special education student without prior, written parent/guardian permission.

Media Contacts/Spokespersons

The Board designates the Superintendent as the official spokesperson for the district. The Superintendent will inform the Board, as appropriate, regarding media coverage for certain events and issues. The Board President or designee is authorized to speak on behalf of the Board, when necessary. (NUSD Governance Handbook)

The Superintendent or designee shall identify the district's and/or site's primary media contact to whom all media inquiries shall be routed. Spokespersons designated to speak to the media on behalf of the district include the Board president, Superintendent, public information officer, or district communications director. Other Board members and/or staff may be asked by the Superintendent or designee to speak to the media on a case-by-case basis, depending on their expertise on an issue or appropriateness given a particular situation.

The Superintendent or designee shall provide training on effective media relations to all designated spokespersons.

Crisis Communications Plan

The Superintendent or designee shall develop strategies for working with the media to provide timely and accurate information to students, parents/guardians, and the community during a crisis or natural disaster. The crisis communications plan may include, but not be limited to, identification of a media center, strategies for press conference logistics, and development and integration of both internal and external notification systems, including public address systems, social media, web site postings, and text alerts.

The Superintendent or designee shall include local law enforcement, media representatives, and district technology personnel in the crisis planning process.

04/08/92
02/10/93
09/92
10/96
07/01
06/17/09
02/26/20

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State

Ed. Code 32210-32212
Ed. Code 35144
Ed. Code 35145
Ed. Code 35160
Ed. Code 35172
Evid. Code 1070
Pen. Code 627-627.10

Description

[Willful disturbance; public schools or meetings](#)
[Special meeting](#)
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[Authority of governing boards](#)
[Promotional activities](#)
[Refusal to disclose news source](#)
[Access to school premises](#)

Management Resources

Attorney General Opinion
Court Decision

Description

95 Ops.Cal.Atty.Gen. 509 (1996)
Lopez v. Tulare Joint Union High School District, (1995) 34
Cal.App.4th 1302

Website
Website

[CSBA District and County Office of Education Legal Services](#)
[CSBA](#)

Cross References

Code

0400
0450
0450
0470
0500
0510
1000
1100
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1113-E(1)
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Description

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9310	Board Policies
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