

SCHOOL COMMITTEE- SUPERINTENDENT COMMUNICATIONS

The Superintendent shall keep the School Committee informed regarding matters that may reasonably require School Committee awareness, oversight, or action.

The Superintendent shall make reasonable efforts to ensure that School Committee members receive notice of significant matters affecting the District before such matters become publicly known or before Committee members learn of them from any source outside the District's administrative leadership.

The Superintendent shall provide timely notice to the School Committee regarding:

- Significant student or employee incidents that may generate substantial public attention;
- School safety or security incidents;
- Actual or threatened litigation involving the District;
- Investigations, inquiries, or enforcement actions by state, federal, or local governmental agencies;
- Significant violations of law, regulation, or District policy;
- Material financial issues affecting the District's operations, budget, or liabilities;
- Matters likely to result in substantial media coverage;
- Issues likely to generate significant community concern or controversy;
- Matters requiring School Committee action; and
- Other matters that may materially affect District operations, finances, legal interests, or public reputation.

Notification may be provided through written communication distributed to all School Committee members, reports at School Committee meetings, executive session when authorized by law, or other appropriate means. Notification shall be provided directly to all School Committee members and shall not go through any intermediary, including the School Committee Chairperson.

Nothing in this policy shall require the public disclosure of information that is confidential under state or federal law, protected by attorney-client privilege, exempt from disclosure under the Public Records Law, or otherwise restricted from disclosure by law.

School Committee members are encouraged to inform the Superintendent of significant concerns, complaints, or issues brought to their attention that may materially affect District operations or require administrative review.

The Superintendent shall exercise professional judgment regarding the timing and content of communications under this policy, recognizing that advance notice may not always be possible in emergency situations.

LEGAL REF:

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. Â§ 1232g

M.G.L. c. 71, Â§ 59

M.G.L. c. 30A, Â§ 18A (Open Meeting Law)

M.G.L. c. 66

M.G.L. c. 4, Â§ 7(26)