COMMUNITY RELATIONS

Publication of Reports

Format for Publications, Reports, and Other Materials

This regulation addresses the preparation of publications, reports, and other materials issued by the School Division. The offices of Community Relations and Media Production Services shall assist staff members in the preparation of publications, reports, and other materials.

All Divisionwide publications are to include the nondiscrimination statement listed in Regulation 060-5. The publication, report, or other materials shall follow the protocols established in the School Division’s formal “Communication Guidelines” as published by the Office of Communications Services, which is posted online.

The Associate Superintendent for Communications and Technology Services (or designee) is responsible for implementing and monitoring this regulation.

The Associate Superintendent for Communications and Technology Services (or designee) is responsible for reviewing this regulation in 2018.