

Community Relations

MEDIA RELATIONS

SP 1112.00

The County Superintendent of Schools or designee shall coordinate the release of information concerning the County Office and the actions of the County Board.

County Office employees are encouraged to cooperate with members of the press, radio and television. Employees should always make it clear to the media that they are expressing their own personal viewpoints until they have ascertained the County Offices official position on the matters involved.

During crisis situations involving the County Office, all media inquiries shall be routed to the County Superintendent or designee, who shall:

1. Prepare an official statement responding to the particular situation.
2. Update the official statement as events unfold.
3. Keep staff and students well informed.

The County Superintendent shall not release private or confidential information as identified by law and County Board policy or administrative regulation.

Legal Reference:

EDUCATION CODE

32210 Willful disturbance of public school or meeting

32211 Threatened disruption or interference with classes

35172 Promotional activities

PENAL CODE

627.2 Necessity of registration by outsider

MENDOCINO COUNTY OFFICE OF EDUCATION

Date Adopted: 04/28/2000

Date Revised: