

COMMUNICATION AND INVOLVEMENT

Background

The District strongly supports and encourages good community relations and involvement in the District schools.

In general, the District's objectives with respect to the community shall be:

- To promote effective and open communication with the public and within the District itself, on all matters pertaining to the operation of schools.
- To make freely available any information that pertains to programs, practices and policies that are concerned with the educational welfare of students in our schools.
- To foster and encourage effective two-way communications between each school and its parent community.
- To encourage community involvement directly in the schools in such a way as to provide reinforcement to the learning situation.
- The District encourages parents or guardians to discuss their interests regarding their children's education as early and as directly as possible.

Procedures

1. Normally, each Board meeting or Standing Committee meetings will be open to the public and occasionally, to encourage public participation, meetings may be moved to schools throughout the District.
2. The Board and each of its Standing Committees meet monthly, except during the months of July and August, when meetings may be at the call of the Chair.
3. The agenda will provide visitors attending any of these meetings an opportunity to address questions to the Board through its Chair. In the case of delegations or individuals wishing to present briefs to the Board, these requests must be submitted to the Secretary- Treasurer.
4. Extra copies of agendas and related material will be available at each Board and Committee meeting. In addition, one copy of Board and Committee agendas will be sent to each school and, upon request, to other community groups or individuals.

5. A draft copy of the minutes of each regular Board meeting will be made available to the public on the District website. Draft copies of minutes will be made available to each school, to all parent organizations, and to the unions and associations representing District employees. A citizen may obtain a copy of the draft minutes upon written request to the Secretary-Treasurer.
6. In addition to the circulation of the agenda and minutes, the District will:
 - 6.1 When appropriate ensure that press releases are made available to local news outlets;
 - 6.2 Encourage each school to publish regularly a school newsletter for circulation in the local school community.
7. The District favours and encourages the establishment of consultative and advisory committees, associated either with a school or with a specific program or service.
8. Should a question or problem arise, parents or guardians are requested to seek assistance through the following steps:
 - 8.1 Discussion with the teacher and/or Principal.
 - 8.2 Discussion including appropriate District personnel.
 - 8.3 Referral of the matter, if appropriate, in accordance with Board Policy 13 – Appeals Bylaw.

As most problems are readily resolved at the source, it is logical to seek solutions at this level, but should parents not find satisfaction they are then encouraged to proceed to the next step.
9. The Superintendent will coordinate a comprehensive communications program.

Adopted: January 29, 1980
Revised: February 22, 1983; September XX, 2016

Reference: *Section 8, 20, 22, 65, 85 School Act*
Freedom of Information and Protection of Privacy Act

SD No. 40 (New Westminster)

Adopted: May 30, 2017

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