

Salinas Union High School District

SCHOOL-SPONSORED PUBLICATIONS, RADIO AND TELEVISION

Materials for District-wide distribution will be developed in the central office and carry the approval of the Superintendent's staff. Copies of such materials will be given to the Governing Board members.

The principal of each school is responsible for routine school announcements to parents such as those concerning closing of school, alternate routes to/from school, parent-teacher organization meetings, clothing and fund drives, lunch tickets, etc. The principal will route informational copies to appropriate personnel in the District office and will keep a file copy of all such releases for needed future reference.

Every principal of a regular school will publish a newsletter for parents at least quarterly. Newsletters will normally be mailed home.

Issued: 2/110/84

Reviewed: 2/22/05