

**PRINCE ALBERT ROMAN CATHOLIC SEPARATE SCHOOL DIVISION NO. 6**

<b>POLICY ITEM: Board-Staff Communication</b>	<b>CODE: BG</b>
<b>LEGAL STATUS: Board Motion 20.08</b>	<b>DATE APPROVED: 25 Oct 99</b> <b>DATE REVISED: 28 Jan 08</b>

**Background:** The Board of Education believes that open and effective communication between the Board and the staff of the school division is essential in order to ensure the well being of Catholic education.

**POLICY:** **The Director of Education is responsible to ensure that an effective and efficient communication network is established between the Board and the staff of the school division. Furthermore, the Director of Education is to consult on an ongoing basis with staff and submit, when necessary, recommendations for change in the communication system to the Board of Education.**

- Guidelines:**
1. The Director of Education is responsible to ensure that a monthly newsletter is sent to all staff throughout the school year. Staff members may contact the Catholic Education Centre to have information items put in this monthly newsletter.
  2. The Director of Education is to ensure that each school receives copies of the regular school board agenda before the meeting date, and the minutes following such meetings.
  3. The Director of Education is responsible to ensure that formal Board/staff communication meetings or opportunities are provided in each school year.