

**NEWS RELEASES**

Unless directed otherwise, all school-related news releases (other than Board-Superintendent) will be the responsibility of the building Principal.

During normal school hours, no member of the staff or student body shall be interviewed in person by a member of the news media, unless the principal has been notified and is satisfied, (1) that such staff member or student is readily available, and (2) that at the time such interview is conducted, no serious disruption of normal duties or assignments will take place.

**Adopted:**           **DATE:**  
                          December 18, 2008  
**Reviewed:**  
**Revised:**  
**Cancellation:**