

# Policy

BOARD OF EDUCATION  
HORTONVILLE AREA SCHOOL DISTRICT

PROFESSIONAL STAFF  
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## BOARD-STAFF COMMUNICATIONS

The Board has a legitimate interest in maintaining order and facilitating the efficient resolution of concerns by directing that employee communications to the Board move initially through the chain of command to the District Administrator. Employees are expected to follow the established chain of communication as described in this policy.

The basic lines of communication in the chain of command are shown in Policy 1100 – District Organization.

- A. Staff Communications to the Board  
All communications from staff members related to the performance of their job duties or responsibilities to the Board or its committees shall be submitted through the District Administrator. This procedure is not intended to deny any staff member the right to raise matters of concern regarding the District operations to the Board through established procedures when no resolution is reached by the administration.
  
- B. Board Communications to Staff  
All official communications, policies, and directives of the Board of staff interest and concern to the staff will be communicated through the District Administrator, who shall also keep staff members fully informed of the Board’s problems, concerns, and actions.

Garcetti v. Ceballos, 547 U.S. 410 (2006)

Samuelson v. LaPorte Comm. Sch. Dist., 526 F. 3d 1046 (7<sup>th</sup> Cir. 2008)

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