

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)

POLICY MANUAL

POLICY	1200
Date	Jan. 26/10
Revision	0

CORRESPONDENCE

The Board of Education recognizes the importance of relevant information in assisting trustees in their policy-making functions and believes that a free flow of information is necessary if trustees are to perform their function as public representatives. To support trustees in their work, the board will follow an established and declared procedure for the processing of correspondence which is facilitated by the secretary-treasurer's office.