

**PUBLIC INFORMATION PROGRAM**

The Alexandria City School Board recognizes the importance of providing information about the school division to the community. The Board will utilize all appropriate means and media in order to:

- Explain the programs, achievements, and needs of the school division;
- Keep students, parents/guardians, and employees fully informed about Board policies and procedures as well as their own rights and responsibilities;
- Communicate factual information regarding the school division: and
- Involve students, parents/guardians, and the community in discussions regarding education programs, student activities, and Board policy.

In communicating with parents or guardians, school personnel shall respect their diversity and differing needs. ACPS will provide the Code of Conduct, the Family Handbook, and the student report card framework into the four major Division-wide languages (English, Spanish, Arabic and Amharic). ACPS will translate the full report card upon request. To the extent possible, the school division will translate other major documents into the four major Division-wide languages as well.

Adopted: November 21, 1996

Amended: April 18, 2002

Amended: December 16, 2004

Amended: June 23, 2016

Legal Ref.: Code of Virginia, 1950, as amended, §§ [22.1-78](#) et seq.

Cross Refs.: KA Goals for School Community Relations  
KBA Requests for Information  
KBC Media Relations