



Brookfield Public Schools

"Create Your Tomorrow"

Dear Parents/Guardians,

September 13, 2017

In alignment with our Strategic Coherence Plan, District Implementation Plan and District Communication Plan, I am sharing the <u>District Communication Protocol</u>.

It is important in any organization that all parts of the system function together to make the enterprise run efficiently. Sometimes, due to a lack of uniformity in communication, what begins merely as a concern can rise up to an issue and then elevates into a full-blown problem, often due to a lack of knowledge or information.

In any organization, bypassing levels in the communication chain often complicates matters and extends the timeline for resolution.

Please review this <u>District Communication Protocol</u> as it will help you initiate communication with the appropriate personnel in order to help you resolve issues and/or answer your questions in an efficient manner.

Have a great afternoon.

John W. Barile Superintendent of Schools