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361.3

## USE OF MULTIMEDIA MATERIALS

The Evansville Community School District allows the use of video media (such as DVD's, videotapes, and films) and other multi-media materials for instructional purpose following a careful evaluation of content and level, and providing provisions of the copyright law (see teacher handbook) are followed. The Board expects teachers to use professional judgment when selecting and using multimedia materials for instructional purposes. Such materials must adhere to the following guidelines:

- a. Multimedia materials should not be used if the primary value is for entertainment or has been frequently used by students at home. Teachers are urged to consult with students and honor their request for an alternate activity if students are very familiar with the materials. Segments or excerpts may be more appropriate than showing an entire video.
- b. All multimedia materials must be carefully previewed and evaluated by the teacher and be determined to meet identified learning objectives before they are used with students. Good taste and professional judgment must always be exercised when selecting materials for classroom use.
- c. Videos should not be shown without consistent use of study guides, teacher-directed discussion, and/or written evaluation.
- d. Teachers should use caution in the use of video media for the purpose of rewarding student behavior, having entertainment as its primary value. Staff must get prior approval from the building principal or designee for any use of this type. Videos shall never be used as "filler".
- e. For District curricular and co-curricular activities, staff will adhere to age/grade appropriate ratings set forth by the Motion Picture Association of America and other such rating organizations. Because all students in a grade are not of the same age, appropriateness will be determined by the age of the majority of students.
- f. The District recognizes that teachers may have valid educational purposes for not complying with ratings. An example of this would be using an R-rated film with the students in grades 7 and 8. Teachers must receive approval from the building principal and/or director of instruction, and parents/guardians must receive one week written notice when a teacher intends to use rated materials that exceed the age appropriate rating. If parent(s)/guardian(s) so requests, their child will be given a meaningful, related alternative activity associated with the same learning objective.

Objections to or complaints concerning the use of a specific video recording may be made in accordance with the Board's policy on handling complaints about educational material.

Student videos must be recorded under strict guidelines and must be previewed before being shown in any district class. Students are expected to abide by the following specific guidelines when developing videos to show in the classroom:

- a. No weapons or real guns are allowed to be shown in the video. If a student needs to represent a weapon because of a plot, it must be an obvious prop and receive prior permission from the teacher.
- b. Students are expected to use appropriate language in their video.
- c. All content should be consistent with what is appropriate for the classroom. What is permissible on television may not be permissible for the classroom. Teacher/supervisor judgment is required.
- d. All drug, alcohol, and tobacco references must be done responsibly and with prior permission from the teacher.
- e. The video must have credits either before or after the film.
- f. All dialogue must be clear and understood.
- g. If a student breaks the law when preparing and/or showing the video, the video will be turned over to the appropriate law enforcement agency.
- h. All copyright laws will be followed and enforced.

Legal Ref.: Federal Copyright Law (Title 17, U.S. Code)

Local Ref.: Policy 872, Public Complaints About Library and Instructional Materials