

POLICY 2019—Policy 2024 renumbered to 2019 12.6.10

VIDEO USE

It is the policy of the Board that teachers shall exercise good judgment in the selection of all materials used in the classroom. This is particularly important when supplemental materials such as movies/videos are used. The following are guidelines for the use of all types of movies/videos including educationally produced videos, streamed videos, commercial movies, and televised materials that have been recorded from television broadcasts.

This policy will be in effect for school year 2005-2006 only, after which a final determination will be made as to the effectiveness of this policy by the Instructional Materials Committee, with recommendation to the Superintendent and final action taken by the Board.

Ephrata School District will abide by the U.S. Copyright Law (U.S. Copyright Act of 1976, Section 110 (1)) which specifically provides a “classroom exemption” for viewing audio-visual material in the educational setting. Teachers and pupils may use rented, purchased, streamed or home-recorded video programs for instructional purposes only if the following requirements are satisfied:

1. All videos or clips of videos to be shown will be previewed and evaluated for educational quality by the classroom teacher prior to instructional use.
2. The programs are made legally.
3. The programs must be used in the course of face-to-face activities. The teacher must be able to identify specific objectives in the lesson to which the program relates, and how it assists in attaining these objectives within the adopted curriculum. All videos must be relevant to content standards and grade-level course curriculum objectives.
4. Programs may be used only in classrooms or similar places devoted to instructional activities.
5. Teachers will use professional judgment to carefully weigh the appropriate use of instructional time required for showing videos in whole or part.
6. Programs cannot be used for recreational or entertainment purposes.

Grade Level Appropriateness

Table 1 Approval/ Permission Forms Needed (as noted by an *)									
Grade Level Rating	G	PG	PG-13 Edited	PG-13	R-rated Edited	R-rated	NC-17	X	NR
Elem. K-5	yes	*	Not shown	Not shown	Not shown	Not shown	Not shown	Not shown	Profes sional judg ment of the teach er and prin cipal notific ation
Middle 6-7	yes	*	*	*	Not shown	Not shown	Not shown	Not shown	

Middle 8	yes	yes	yes	*	Not shown	Not shown	Not shown	Not shown	
HS 9-12	yes	yes	yes	yes	yes	*	Not shown	Not shown	

Edited versions of PG-13 and R-rated movies for the grade levels noted above will be ordered by the district and will be previewed in their entirety by the requesting teacher. Teachers will be allowed to show the edited version of a PG-13 or R-rated movie without obtaining parental permission as the reasons for the movie's rating will have been removed. However, if after previewing the edited version, the teacher feels the edited movie detracts from or fails to meet the educational objective, and if the teacher feels the originally rated movie would be more effective, then the Principal Permission and Parent Notification Procedure must be followed.

Principal Permission and Parent Notification Procedure:

The showing of certain rated videos/excerpts at some grade levels requires approval of the building principal and parental permission. These are identified by an "*" in Table 1. For those videos/excerpts requiring principal and parental approval, teachers will utilize the following procedure:

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1. If PG or PG-13 films are to be shown at the elementary or middle levels or R-rated films are to be shown in entirety or in excerpt at the high school level, such use will be written into the course syllabus or curriculum document, with a letter sent to parents at the beginning of the class session. Said letter will be of a general nature letting parents know of the possibility of such film use, and will provide parents an opportunity to decide whether they desire to be notified prior to the showing of each film, or whether the parent trusts the judgment of the teacher and therefore does not need prior notification.
2. Teachers will preview an entire video if the whole video will be shown to a class. If clips will be shown, the teacher will preview the clips.
3. Course objectives and/or relevant content standards will be included on both the "Video Approval Form" (Form 1) and the "Parent Notification Regarding Classroom Use of PG, PG-13, R-rated Video Form." (Form 2)
4. The "Video Approval Form" will be completed and submitted to the building principal at least *twenty (20)* school days prior to the date of the intended showing.
5. Upon receiving a request, the building principal will approve or deny the request within five (5) school days based upon the following criteria:
 - a. The age, maturity, and sophistication of the group of students.
 - b. The movie or video's MPAA rating.
 - c. The movie or video's place of production (United States or foreign)
 - d. The presence of profanity, nudity, sexual content, prejudicial stereotypes, or violence.
 - e. The course curriculum and educational benefit of the movie or video.
 - f. The availability of alternate resources to accomplish educational objectives.
 - g. The feasibility of using a lawfully edited version or specific portions of the movie or video rather than in its entirety without seriously weakening the movie/video's educational value.
 - h. The student, teacher, and community interest in viewing the particular movie/video.
6. If denied by the principal, the teacher has the right to appeal the decision to an Instructional Advisory Committee consisting of members of the District Instructional Materials Committee. These members will be a principal, a teacher and a parent, appointed by the District Curriculum Director. Both the requesting teacher and the denying principal will have the opportunity to voice and discuss their reasons regarding the video. The Instructional Advisory Committee will approve or deny the request within five (5) school days based upon the above-mentioned criteria.
7. If approved, the teacher will notify parents at least ten (10) school days prior to the date of the intended showing. (Form 2)
8. If denied, the teacher has the right to appeal the decision to the Superintendent. The Superintendent's decision will be made within five days and will be final.

Options for Students Not Viewing Videos:

If a student chooses not to watch a movie/video or does not turn in a signed Parental Permission Form, or a parent requests that his/her child not watch a movie/video, then the student will be provided a relevant, non-punitive, and time-appropriate alternative assignment which covers the same course objectives as the movie/video being shown. This alternative may be viewing the edited version in another location. Necessary resources will be provided, and a qualified, adult supervisor will be available to assist the student as needed. Students who choose not to view a movie/video can be offered an alternative check-in site for the class period during which it is shown. Teachers will, at the beginning of the year, clarify to the entire class that choosing not to watch a movie/video is an option and stress that there will be zero tolerance of ridiculing or belittling a student who has chosen this option.

- This approval process is valid only for the requesting department/grade level and must be followed one time for each rated film or excerpt used. Use by another department/grade level requires the approval process.
- Parental permission must be granted each time a PG, PG-13, or R-rated film is shown at the levels noted in Table 1.
- Parental permission forms will be kept on file with the requesting teacher for a period of one (1) year.
- Purchase of R-rated films will be accompanied by district purchase of an edited version of the same film, if available.

Ephrata School District Adopted 6/13/06

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**Ephrata School District
Ephrata, WA 98823
(509) 754-2474**

Date

Dear Parent/Guardian:

From time to time throughout the year I would like to use films, in whole or in part, to enhance the educational experience of my students. Some of these films are rated "R" for language or content. I select films that meet clear educational goals and are relevant to my adopted curriculum. These films typically deal with the themes of the Holocaust, war, or slavery. Nothing of a sexual nature is shown.

Students are always notified in advance of upcoming films and if a student chooses to not watch a film or excerpt, an alternate assignment will be provided. There is no penalty to the student for opting.

I can notify you each time I use a film excerpt or an entire "R" rated film and get your signed permission each time, or you can return this letter indicating you are comfortable allowing me to exercise my professional judgment in using film in my class. Please indicate your preference and return by

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Name of student

_____ I give permission for my son/daughter to view "R" rated films or excerpts throughout the year. I do not wish to be notified each time such a film is used.

_____ I wish to be notified for each "R" rated film or excerpt used.

_____ I do not want my son/daughter to view any "R" rated films or excerpts during the year.

Parent/Guardian Name

Date

Parent/Guardian Signature

Phone

Ephrata School District Adopted 6/13/06

**Parent Notification Regarding Classroom Use of PG,
PG-13, R-rated Video**

Date _____

Dear Parent/Guardian:

Your child is currently studying _____ as part of his/her coursework in _____ class. To enhance your child's understanding of _____, I am planning to show the video/excerpts from the video _____ on _____ (date).

Although the video is rated PG, PG-13, R, I am convinced of its educational value. The rating is due to _____. The video will be shown in appropriate context and I will be sure there are discussions and activities before and after the showing. I believe that

_____ (explanation of the learning goals this video will meet or the specific scenes you intend to show which will meet the course/lesson objectives.) This film is part of the school library's collection.

Please complete the form below either granting permission or denying permission for your child to view the video/excerpts from the video _____. If I do not receive the signed permission form by _____, your child will not be allowed to view the video or clips from the video. For students who do not return a signed permission and for those students who choose not to view the video/excerpts from the video, I will gladly provide a relevant and time-appropriate alternative assignment which will be for the same grade/credit as the video.

Please feel free to contact me if you have questions or concerns.

Sincerely,

e-mail: _____

phone: _____

Please complete and sign the following:

Name of student _____

_____ I give permission for my son/daughter to view the video/excerpts of the video _____.

_____ I do not give permission for my son/daughter to view the video/excerpts of the video _____.

I understand a relevant and time-appropriate alternative assignment will be provided for my child which will be for the same grade/credit as the video.

Parent Name

Date

Parent Signature

Phone

ESD

**Ephrata School District
Ephrata, WA 98823
(509) 754-2474**

VIDEO APPROVAL FORM

Today's Date _____

Teacher Name _____

School _____

Grade and Subject _____

Video Title _____

Date of intended showing _____

As the requesting teacher, I have: _____ Viewed the edited version of this video.
 _____ Viewed this video in its entirety.
 _____ Not viewed this video in its entirety.

This video is rated: PG PG-13 R due to (check all that apply):

 _____ Language _____ Violence
 _____ Nudity _____ Strong Sexual Content
 _____ Other (Please specify) _____

Place of Production (United States or foreign) _____

I intend to show this video: _____ in its entirety.
 _____ clips

Briefly describe the application of the material to your instructional program and how you intend to use the material.
Use the space below. Attach an additional sheet if necessary.

Requesting Teacher's Signature _____

Principal Action _____ Material approved for this teacher's use. Date _____

_____ Material NOT approved for this teacher's use.

Principal Signature

Instructional Advisory Committee Action

 _____ Material approved for this teacher's use. Date _____

 _____ Material NOT approved for this teacher's use.

Member Name

Member Signature

Superintendent Action (Final)

_____ Material approved for this teacher's use.

Date _____

_____ Material NOT approved for this teacher's use.

Superintendent Signature
ESD

Adopted 6/13/06

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