

BROADCASTING OF SCHOOL BOARD MEETINGS

Policy 189

Waunakee Community School District

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The Waunakee Community School District Board of Education encourages all students, parents, staff and district residents to be well informed about school district business. Therefore, the School Board shall broadcast the following Board meetings: Regular Board Meetings, Special Board Meetings, Public Hearings, and, Public Listening Sessions. Board committee meetings may be taped and broadcast upon the vote of a majority of the committee. Executive sessions of the Board will not be videotaped or otherwise recorded for purposes of public dissemination under this policy. The taping and broadcasting of meetings will be subject to the guidelines and conditions outlined below.

1. The taping and broadcasting of meetings should not interfere with the ability of the Board to conduct the regular business of the school district. Therefore, the Board president shall exercise his/her authority to control the length of comments and the number of times an individual can speak on an agenda item to avoid any attempts to monopolize time on camera or discuss business not on the agenda.
2. Due to the possibility of individuals making comments that could be defamatory all individuals wishing to speak at a regular or special board meeting or recorded committee meeting shall complete a "Request to Speak" form which contains a statement that the Board is not responsible for their comments and that as such any slanderous or defamatory statements are their sole responsibility and that the district, with the advice of its attorney and its record's custodian, may edit the tape to remove the comments before broadcasting the meeting. The Board president will make a statement at the beginning of public hearings and listening sessions to the same effect, as it would be impractical to have all those present complete a request form. The Board President or meeting chair shall make a public statement at the outset of all recorded meetings that it is being recorded and livestreamed.
3. Each taped board meeting will be posted indefinitely on the school district's YouTube channel and Facebook account. District staff shall endeavor to livestream all meetings through an online video service, such as YouTube, Twitch, or Facebook Live, and to post visible links to said livestreams in advance on the district's webpage and social media accounts upon the posting of public notice of all recorded public meetings.
4. The broadcasts of Board meetings shall be of sufficient video and audio quality so viewers can easily hear the comments and be able to identify who is making the comments. In the event that meetings are not held in a location with sufficient access to quality audio/video equipment, all aforementioned requirements in this policy shall be deemed suspended due to limitation of the location except that the Board, at its sole discretion may vote to adjourn the meeting. Further, technical or other unforeseen difficulties associated with recording or transmitting video and/or audio as intended under this policy shall not prevent a meeting from continuing unless the Board votes to adjourn the meeting at its sole discretion.
5. Given the omnipresence of personal recording devices through mobile devices, nothing in this policy shall be interpreted to prevent any member of the public, the press, or any Board member from recording and distributing any personal recording of any district meeting that is held in public (open) session. Closed sessions of the Board shall not be recorded or distributed by any individual, unless expressly authorized or directed by the

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Board (e.g., for purposes of recording a due process hearing to serve as or facilitate the production of minutes of the hearing.

Legal References:

Wisconsin Statutes

- [Section 19.81](#) [state policy on open meetings]
- [Section 19.85](#) [exemptions to open meetings]
- [Section 19.90](#) [use of recording and photography equipment in open session]

Cross References:

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August 2001
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