
ADMINISTRATIVE REGULATIONS**SECTION: Curriculum****SUBJECT: Classroom Use of Audio-Visual Materials**

CUR-8**UPDATE 9****03-01-04**

Audio-visual materials used in the classroom must correlate with an instructional objective in the curriculum, and enhance the lesson. Every effort should be made to insure that students do not view the same AV materials numerous times.

Appropriateness of content is always an important issue and concern. Families have different mores and values. Content that is appropriate for most may be offensive to some. In order to utilize AV materials for desired purposes and to reduce questions about content appropriateness, the following guidelines shall be used:

- All AV materials will be previewed by teachers before being shown to a class.
- When concepts will be strengthened by AV materials, use of "clips" of movie segments, rather than the full length format, is recommended.
- Video tapes and films ordered through Region V ESC shall be used when possible, as they have been previewed and are cataloged by topic and identified by age group.
- AV materials not obtained through Region V may be shown, but only after approval is obtained from the building principal.
- "R" rated videos/films are inappropriate for classroom use, as are PG for all elementary and middle school students. Clips from edited versions may be used if they have a strong and direct relationship to the curriculum. However, these must be approved by the principal.
- Videos/films containing nudity, obscene language, and/or excessive violence will not be shown.
- Commercial audio-visual material produced primarily for entertainment purposes shall not be shown during class time, except with strong educational justification to the principal.
- All videos which require more than one class period of instruction to view must be approved by the principal.
- Check with the librarian prior to copying any AV materials in order to avoid copyright infringement (see Board Policy EFE).
- The principal shall designate an individual(s) to maintain a record of all AV materials utilized.