

Pennsbury School District

School Board Policy

Effective Date	Supersedes Index No.	Index No.
6/21/11	903.3 of 1/21/10	903.3R1

Title: Use and Control of School Board Meeting Recordings

Purpose: The purpose of this document is to provide information and policy on audio and video recordings of School Board meetings. The School Board, at its sole discretion, may record all or any portion of regular, special and agenda meetings, or other public meetings of the Board, or committees of the Board. These recordings will be subject to limitations as described herein.

Reference: Pennsbury School Board Policy 903.2R1 *Recording of School Board Meetings*

Policy: The audio and video recordings of any public meetings of the School Board, or portions of any such meetings, produced by the School District as described in Pennsbury School Board Policy 903.2R1 titled *Recording of School Board Meetings*, are the exclusive property of the School District to be used at the Board's discretion.

Neither the audio nor the video recording of any public meeting produced by the School District is the official record of the meeting. The Board-approved written minutes will continue to be the official record of the meetings.

When meetings are recorded, it is the Board's intent to broadcast recordings or portions thereof in their entirety, as recorded. However, the Board President may discontinue the recording of that meeting at any time by majority vote of the quorum in attendance at a particular public meeting if the recording becomes impractical due to equipment malfunction, operator unavailability or if the recording is creating any impediment to conducting the meeting in an orderly fashion.

The Board President may direct the Chief Executive Officer or Superintendent, acting upon advice of the Solicitor or other appropriate legal counsel, to determine which portions of recordings of public Board meetings will not be broadcast over the internet, cable television or other media. Examples of the type of statements that would be subject to editing are abusive, obscene and potentially defamatory statements by those in attendance at the meeting. Any edits shall be reported to the Board.

Any school director, Pennsbury employee, or any other person who believes he/she has been defamed at a Board meeting should notify the Board President or Chief Executive Officer or Superintendent immediately to provide the opportunity to review and potentially edit the recording from that meeting.

The agenda for all School Board meetings that may be recorded shall contain a notification that all or a portion of the meeting is being recorded for purpose of public broadcast and/or internet posting.

**Responsible
Administrator:** Chief Executive Officer or Superintendent