

PELHAM SCHOOL DISTRICT POLICY

IJK – SUPPLEMENTAL MATERIALS SELECTION & ADOPTION

Category: Recommended

Purpose

The Pelham School Board believes that supplemental materials, typically movies, videos, and other audio/visual materials, are important tools in the educational process. At the same time, the Board believes that the use of movies and videos shall be limited so that they are used legally and appropriately in achieving legitimate educational objectives. Therefore, this Policy promotes the appropriate educational use of movies and videos in schools by maximizing classroom instructional time, and encouraging parental participation in the educational process.

It is the policy of the Pelham School Board to establish course curriculum and work in partnership with parents/guardians to promote an appropriate learning environment. Therefore, the Board has set following guidelines regarding how and when movies and videos may be used as an instructional strategy to supplement approved course curriculum.

Educational Relevance

The use of supplemental materials shall be limited to a specific educational purpose. The teacher shall preview all materials that will be used in units and lessons prior to the instruction of the lesson. The purpose of this preview is to ensure that the materials are appropriate to the school setting and related to the content of the lesson/unit.

- Supplemental materials that are not designed for an educational purpose require administrative approval to be viewed by students. Examples include commercial movies and television shows.
- Supplemental materials that are designed with an educational purpose and support the grade level curriculum do not require administrative approval to be viewed by students. Examples include educational videos and electronic encyclopedias.

Age Appropriateness: Administrative Authorization

Teachers shall submit a list of proposed videos that may be used during the course to the administrator for approval at the beginning of the year/semester. The parent/guardian must be able to approve or disapprove any film on the grade level list/syllabi either individually or as a whole. All requests for authorization will provide the following information.

1. Title and brief description;
2. Purpose for showing the movie/video;
3. Match with course objectives;
4. Proposed date(s) of viewing;
5. When and how parents/guardians will be notified, or if necessary, grant consent; and
6. Audience rating (G, PG, PG-13).

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Administrators will follow this guide for approvals.

Elementary: PG rating approved by Administrator
Middle School: PG-13 rating approved by Administrator
High School: R rating approved by Administrator

For any movies/video not approved at the beginning of the school year, at least fifteen (15) days prior to the showing, the instructor/teacher shall submit the request to the applicable principal, in writing.

Age Appropriateness: Parental Notice and Permission

Parents/guardians must be notified whenever a commercial movie will be shown in class. Age appropriate movies may be shown without parental/guardian permission. Movies appropriate for older students can only be shown with a signed, written consent from a parent/legal guardian that must be kept on file before the student may view the video.

Teachers will follow this guide for notification and permission from parents:

Elementary: G requires notification PG requires parent permission
Middle School: PG requires notification PG-13 requires parent permission
High School: PG-13 requires notification R* requires parent permission

* The Pelham School Board recognizes that certain R rated movies may have a valid educational purpose at the high school on a limited basis.

Copyright

All District employees must comply with federal copyright laws, as well as publisher licensing agreements. A rented or privately owned movie or video may only be shown in the classroom provided “Fair use” exceptions are satisfied. The exceptions are when:

1. The movie or video is shown in the course of face-to-face teaching activities; and
2. The showing of the movie or video is directly related and of material assistance to the curriculum and lesson objectives.

District Policy History:

Adopted: June 2013

Revised: August 10, 2022