

P6433 CABLE TELEVISION OPERATION AND PROGRAMMING

BOARD POLICY:

Marketing & Communications is responsible for the operation and administration of the cable television and television production facilities of the school district. The first priority in television production and in cable use will be instructional support and delivery of electronic media for classroom use. Staff development, communications, and other administrative uses will have second priority. Community needs will be served as resources permit.

Administrative Implemental Procedures:

1. Use of cable television time and television production facilities shall be approved or denied by Marketing & Communications. Materials shall be scheduled for cablecast only after the content has been approved. Marketing & Communications may limit the amount of material used, will schedule times of usage of facilities, and determine the programming schedule.
2. Primary consideration in scheduling will be given to teacher requests for instructional programming.
3. Sensitive or conflicting requests for administrative or community messages will be referred to the Communications Office.
4. Requests from nonschool district personnel must be submitted to the Director of Marketing & Communications, or designee, for approval.
5. Nonschool district users of cable channels may be required to sign waiver forms releasing the school district from any and all liability.

Administrative Responsibility: Marketing & Communications

Latest Revision Date: July 2001

Previous Revision Date: March 1999 P6433