

### **BROADCASTING/TAPING OF SCHOOL BOARD MEETINGS**

Photographs and electronic audio and video broadcasting and recording devices may be used at regular and special Glenburn School Board meetings legally open to the public according to the following guidelines:

- A. Photographs, broadcasting, and recordings of meetings are permitted only when all parties involved have been informed that cameras, broadcasting, and/or recording devices will be used.
- B. Persons operating cameras, broadcasting, and/or recording devices must do so with a minimum of disruption to those present at the meeting. Specifically, the view between school board members and the audience must not be obstructed, interviews must not be conducted during the meeting, and no commentary is to be given in a manner that distracts school board members or the audience.
- C. The school board will make necessary arrangements to have audio and video (when taped) recordings of all regular meetings and any special meetings that it deems appropriate. Following approval of the minutes, which will be the official record of the meeting, audio and video (when taped) recordings will be held three years for reference.
- D. Recordings of hearings will be retained for a minimum of three years. Recordings, as specified, are for the use of staff members, residents of the school district, and representatives of the news media. Audio recordings are not to be considered part of the minutes of any meeting.

Persons who wish to review any of the above should contact the Superintendent's Office.

Adopted: November 10, 1993

Amended: February 4, 2004

Reviewed: January 28, 2015

Reviewed with no changes: June 15, 2021