

**INTERNATIONAL FALLS PUBLIC SCHOOLS  
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 910.5  
Media**

Adopted January, 1985

Revised March, 2021

**I. GENERAL STATEMENT OF POLICY**

The media is an important part of the School District's informational and public relations program and every effort is to be made to cooperate with the media agencies.

A. Newspaper policies:

1. The Daily Journal is to be notified of all School Board meetings where a quorum of School Board members will attend.
2. All print media are to be admitted to all school public events without admission if they are covering the event.
3. School officials should cooperate with the media to make statistics and appropriate materials available for articles being written.
4. The Employees are responsible to accurately reflect school policies in information written for public use.

B. Radio

1. All local radio stations must have written permission to broadcast any school activity live or by delayed broadcast. The broadcast rights are the exclusive property of the School District and can be used only with permission.
2. All stations receiving permission to broadcast school events must, at their own expense, provide for their own equipment, phone hookups, and special facilities. Special installations must be approved by the School District.
3. Broadcasts by out of town radio stations are allowed if they request permission, and if space is available. All equipment, phone hookups, and special arrangements are to be made at the radio station's own expense.

4. The School Board reserves the right to charge for any broadcast.

C. Television

1. The School District reserves all rights to the complete televising of all school events and may be done only upon the written request of the station televising.
2. The partial television of school events is encouraged if done at the expense of the television station.
3. The School Board reserves the right to charge for the television of any school activity.
4. The television station shall be responsible for all expenses connected with the producing and televising of the event.
5. Video tapes of school events may be used for delayed broadcast on cable television with permission from the School District.
6. If adequate space is not available for those agencies who wish to televise an event, the person in charge of the event shall make the decision as to who shall have the opportunity to televise the event.
7. The School District reserves the right to discontinue the televising or broadcasting of any event if it is deemed to be in poor taste or incompatible with the educational dignity and propriety of the event.
8. The School District will cooperate with the Minnesota State High School League in the broadcasting of their events and will comply with their policies.

D. Press Release

No information or material relating to the school shall be released to the press or other news media without first being approved by the building principal, director or superintendent. The official publication shall be the Daily Journal until changed.

E. Use of Radios

The use of radios or television sets in classrooms during the school hours for receipt of sports events or other programs of doubtful educational value is discouraged because of the amount of pupil time involved.