

Pandemic provisions. As a result of a pandemic, or other serious health-related disruption the Superintendent may in the Superintendent's discretion expand distance learning to include any student of any age for any reasonable period. The Superintendent may authorize classes to be live streamed by such platforms as Zoom or Go To Meeting or authorize an instructor to record instruction and provide a copy thereof to one or more students for viewing at a later date. If such authorizations are provided, District staff shall adhere to the following standards in order to comply with the Family Educational Rights and Privacy Act (FERPA):

1. No live-streamed class shall be recorded in any way (including video, audio, or screen-capture) by any District employee or agent, and the instructor shall direct the students likewise not to record the class.
2. If an instructor is authorized to record a class for later viewing, the instructor shall assure no student physically appears in the recording, and the instructor shall assure no personally identifiable information of any student (such as names or other personal information) is visible or audible in the recording.
3. The Superintendent shall establish guidelines for storing any recorded classes so that they can only be accessed as set forth herein.
4. Recordings of classes shall not be streamed online or otherwise made publicly available. Rather, if a student desires to view a recorded class, the recording shall be transmitted to the student or the student's parent or guardian in a manner calculated to restrict use of the recorded class to such student (such physically as on a USB drive or by secure email). The student shall be directed to return or destroy the recording after use and not to disseminate the recording to any third party.

Legal Reference:

Cross References:

Adopted: 09/14/2020