

5. **AUDIO-VISUAL/CLASSROOM VIDEO POLICY**

- a. Film and video presentations will not account for more than 10 percent class time in any semester, except with the permission of the principal.
- b. To prevent duplication of showings, the various departments will cooperatively determine what is the proper level and subject in which a film or video may be shown. (Examples: "The Red Badge of Courage" should not be shown in both United States history and English; "Patton" should not be shown in both world history and United States history.)
- c. Mira Costa High School Classroom Video Policy:
  1. Any video shown in class must directly relate to the curriculum and/or course content.
  2. Movies rated G through PG-13 may be viewed for purposes of class instruction.
  3. All films rated "R" or any television programs that deal with mature subject matter as defined under a TV-MA rating may only be viewed for instructional purposes with written parental permission.
  4. No films rated NC-17 may be shown in classrooms.
  5. Teachers must follow district policy, state and federal law regarding the use of video material for instructional purposes. (6/16/08)

Instruction

Supplementary Instructional Materials

### **Selection of Films/Videos/Television Productions**

When a teacher desires to show a film, video or television production which has not been approved by the district or County for use in the grade level taught, either in full length or as partial clip(s), in any classroom or district facility or at any district sponsored event (including buses and motels where students are present), the following evaluation of content and material shall be followed:

1. All films, videos and television productions shall, in their overall effect, make a positive contribution to the district's curriculum program and directly align to that curriculum and the California state standards. These standards shall also apply to any outside-of-class assignment, required or for extra credit that includes a rated film, video or television production.

The criteria for the evaluation of all such supplementary instructional materials shall, in addition, include the following:

- a. The film, video and/or television production supports student achievement toward district adopted curriculum and standards.
- b. The film, video and/or television production is relevant to and reflective of the multicultural society and global community.
- c. As appropriate, the film, video, and/or television production avoids references to persons from diverse racial, ethnic and cultural backgrounds which contain negative attitudes, stereotypes, caricatures, epithets, and dialect except when such content or reference is used in a historical or literary context.
- d. As appropriate, the materials shall provide students with the opportunity to investigate, analyze, and evaluate social issues.
- e. The film, video, and/or television production is evaluated for:
  - (1) Authenticity
  - (2) Impact on instructional time
  - (3) Age/grade appropriateness. When applicable, in the case of films/videos, Motion Picture Movie Association Age Ratings must be applied (See Section on Ratings stated below).

(4) Recency – Copyright date

(5) Clarity, conciseness, and understandability

2. The following standards and rating shall be used to show a film, video or television production which has not been approved by the District or County for use in the grade level taught, either in full length or as partial clip(s):

Elementary Schools: Only films, videos or television productions that meet the above criteria and are rated PG or TV-PG may be shown. No PG-13, TV-PG-13, or adult rated film or television show may be shown at the elementary schools.

Middle School: Only films, videos or television productions that meet the above criteria and are rated PG or TV-PG may be shown. In the event that a teacher desires to show a PG-13 or TV-14 film, video or television production, such teacher must make a request to the principal or designee by completing a Supplementary Instructional Materials Form/Films/Videos/Television Productions.

In no event shall an R-rated movie or video or TV-MA television show be shown.

High School: Only films, videos or television productions that meet the above criteria and are rated PG or TV-PG, PG-13 or TV-14 may be shown. In the event that a teacher desires to show an R-rated movie or video or TV-MA show, such teacher must make a request to the principal or designee by completing a Supplementary Instructional Materials Form/Films/Videos/Television Productions.

#### Teacher Request To Use Film, Video or Television Production

Before a teacher makes a request to the principal or designee to use as supplementary instructional material any film, video or television production which does not meet the criteria outlined above, the teacher shall preview the film, video or television production to determine whether in his/her professional judgment it is consistent with district guidelines and criteria for the selection of instructional and supplemental instructional materials.

A teacher may make a request to the principal or his/her designee to use a film, video or television production that is otherwise prohibited at a grade level or other school related event by submitting such a request in writing on MBUSD form, Administrative Regulation E 6161.11. This form requires the following information:

1. Educational justification for the use of the film, video or television production with specific rationale for why this technology resource enriches the curriculum in a way that could not occur if the film, video or television production were not used.
2. Specify how much of the film, video or television production will be used (excerpts or in its entirety) and how much class time will be required for its viewing.

3. Indicate what alternative class arrangement/assignment will be made for any student who does not have parental permission to view the film, video or television production. Such alternative class arrangement/assignment must be of comparable time spent on such film, video or television production.

After reviewing the teacher request, the principal or designee shall either approve or disapprove, in writing, the request by the teacher for the use of the film, video or television production as a supplementary instructional material. If not approved, the teacher may appeal to the Superintendent or designee. The decision of the Superintendent or designee shall be final.

If approved, a copy of E 6161.11 shall be signed by the parent/guardian and returned giving parent/guardian permission for the student to view the film, video or television production.

A parent/guardian shall be given at least a 10 day notice of the film, video or television production so that he/she can make a request to view such film, video or television production in order to determine its appropriateness for his/her student.

Only a student whose parent/guardian has returned the approved form, E 6161.11, and given his/her permission may view the film, video or television production. A student who does not have the permission of his/her parent/guardian to view the film, video or television production shall be given an alternative assignment/classroom arrangement which supports the curriculum and lesson being supplemented by the showing of the film, video or television production and does not discriminate or penalize the student.

Regulation MANHATTAN BEACH UNIFIED SCHOOL DISTRICT

approved: January 16, 2008 Manhattan Beach, California

Instruction

### **Supplementary Instructional Materials**

The Governing Board encourages teachers to use supplementary instructional materials which are relevant to curriculum objectives and compatible with district goals and objectives. By using such materials, teachers can introduce content and instructional strategies that enrich the curriculum, enhance learning, help students make critical judgments, and stimulate their intellectual growth.

Teachers shall carefully preview all supplementary instructional materials in order to ensure that, in their professional judgment, the materials are:

1. Directly related to the course of study in which they are being used
2. Appropriate for students' ages and maturity levels

Supplementary instructional materials must also be consistent with criteria developed for the selection and evaluation of other instructional materials. If the teacher believes that the materials may be in conflict with district criteria, the teacher shall confer with the principal/designee before using them.

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

When using supplementary materials, teachers shall provide appropriate introductory and follow-up activities. In addition, teachers shall ensure that supplementary materials do not supplant the use of basic texts or teaching activities.

All materials must be used within legal copyright limits.

(cf. 6162.6 - Use of Copyrighted Materials)

### **Selection of Films, Videos and Television Productions**

The Superintendent or designee shall develop guidelines for a teacher/sponsor to show, as supplementary material, a film, video or television production which has not been approved by the district or County for use in the grade level taught in classrooms or at other district sponsored events. These guidelines shall be consistent with law, Board policy and administrative regulation.

The principal or designee shall review with the school staff the guidelines on Selection of Films, Videos and Television Productions at least annually.

When a teacher desires to show a film, video or television production that has not been approved by the district or county for use in the grade level taught, the teacher shall preview the film, video or television production to determine whether in his/her professional judgment it is consistent with district guidelines and criteria for the selection of instructional materials.

If the teacher has any questions about how established district guidelines and criteria apply to the film, video or television production, he/she shall confer with the principal or designee before showing the film.

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

(cf. 6144 - Controversial Issues)

Legal Reference:

#### EDUCATION CODE

233.5 Duty re instruction in morals, manners and citizenship

18111 Exclusion of books by governing board

51510 Prohibited study or supplemental materials

51511 Religious matters properly included

51933 Sex education materials

60010 Definitions

#### COURT DECISIONS

McCarthy v. Fletcher, (1989) 207 Cal. App. 3d 130

Policy MANHATTAN BEACH UNIFIED SCHOOL DISTRICT

adopted: January 16, 2008 Manhattan Beach, California

MANHATTAN BEACH UNIFIED SCHOOL DISTRICT SUPPLEMENTARY  
INSTRUCTIONAL MATERIALS

**CLASSROOM USE OF FILM, VIDEO OR TELEVISION PRODUCTION NOT  
APPROVED BY DISTRICT OR COUNTY FOR DESIGNATED GRADE LEVEL**

Teacher/Sponsor: \_\_\_\_\_ Date: \_\_\_\_\_

Grade/Subject/School/District Sponsored Event: \_\_\_\_\_

Title of the film, video, or television production: \_\_\_\_\_

Rating of the film, video, or television production (if available): \_\_\_\_\_

Educational justification for the use of the film, video or television production: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

The film, video, or television production will be viewed by the class or participants:

In its entirety: \_\_\_\_\_ Length of time for viewing: \_\_\_\_\_

Excerpts: \_\_\_\_\_ Length of time for viewing: \_\_\_\_\_

If excerpts are used, do these excerpts follow the standards and ratings to be used for the grade level or school/district sponsored event?

YES \_\_\_\_\_ NO \_\_\_\_\_

If NO, please explain rationale for use of the supplemental material: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Students who do not have parental permission to view the film, video, or television production will be given the following alternative class arrangement/assignment:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**APPROVED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
Signature of Principal or Designee

**OVER** →

## PARENT APPROVAL

The above is a request by your student's teacher/sponsor to show a film, video, or television production that has not been approved by the district or County for a designated grade level and may or may not have a Motion Picture rating that meets a parent's/guardian's approval. Please note, parents/guardians shall be given at least a 10 day notice of the film, video, or television production so that a parent/guardian can make a request to view such film, video, or television production in order to determine its appropriateness for his/her student.

My son or daughter **has my permission** to view the film, video, or television production as described above.

PARENT SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

My son or daughter **does not** have my permission to view the film, video, or television production as described above. I understand that my son/daughter will be given an alternative assignment/classroom arrangement which supports the curriculum and lesson being supplemented by the showing of the film, video, or television production and does not discriminate or penalize my son/daughter.

PARENT SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Exhibit 6161.11 (a) MANHATTAN BEACH UNIFIED SCHOOL DISTRICT

version: January 16, 2008 Manhattan Beach, California