

CARBON CAREER & TECHNICAL INSTITUTE

SECTION: OPERATIONS

TITLE: LIVESTREAM VIDEO

ADOPTED: September 17, 2020

REVISED:

815A. LIVESTREAM VIDEO	
1. Purpose	The Joint Operating Committee (JOC) recognizes that livestream video may be helpful to CCTI and its employees in both fulfilling its educational mission and in expanding the reach of school events and activities to those not able to attend in person. The JOC further recognizes that without parameters, livestream video may pose legal risks to the School and its employees, and may otherwise disrupt the educational environment.
2. Delegation of Responsibility	The Director shall develop procedures to implement this policy, and shall delegate to his/her designee(s) the right to enforce this policy.
3. Definition	Livestream video , as used in this policy, shall mean utilizing any camera to broadcast live video content through the internet, including through a social media platform.
4. Guidelines	<p><u>Student Initiated Use of Livestream Video</u> The JOC prohibits student-initiated use of livestream video at any time during the school day or at any school sponsored event that is not open to the general public, unless the building administrator has authorized the use of livestream video by giving written consent.</p> <p><u>Employee Initiated Use of Livestream Video</u> The JOC authorizes the use of livestream video for instructional and other educational purposes at the direction of teachers, administrators, and other employees, if approved by the building administrator.</p> <p>Any in-school use of livestream video by students for educational purposes shall be supervised by a professional employee or by an administrator.</p> <p>Prior to approving the use of livestream video for educational purposes, the building administrator shall ensure that adequate precautions are in place to ensure that students limit the sharing of personal information with individuals not directly affiliated with the school.</p> <p><u>Livestream Video of Classroom Instruction / Distance Learning</u> The JOC authorizes the use of livestream video to deliver academic and special education instruction remotely when approved by the building administrator.</p> <p>Students shall be notified prior to the use of a livestream in their classroom or other areas of the school where they may be captured on the livestream.</p> <p>Livestreams shall be set up to visually capture the teacher/instructor/therapist and his/her</p>

<p>17 U.S.C. §101 et Seq.</p> <p>24 Pa. Stat. §13-1329</p>	<p>materials, but may unintentionally capture other students attending to the same instruction in-person.</p> <p>Prior to approving instruction via livestream, the building administrator shall determine if such instruction shall be recorded, and if so how long such recording shall be maintained to provide student access. Access shall be provided to students only through a secure password-protected classroom management system and no such recordings shall be posted publicly on the internet. Students shall be notified prior to a livestream being recorded.</p> <p>Videos of distance-learning livestreams are the property of the School. Students are prohibited from reposting such videos on the internet, removing them from the classroom management system, and/or from sharing them with other individuals.</p> <p>The School’s media release forms do not prohibit a student’s voice or likeness from appearing in a video of classroom instruction. Such videos are not posted publicly, and are maintained temporarily for student access.</p> <p>Students who access academic instruction via livestreaming shall be considered present for attendance purposes during those hours during which they received instruction.</p> <p>No such recording will become part of any student's school record.</p> <p><u>Livestream of School Events Open To The Public</u></p> <p>This policy does not prevent employees, students, parents, and/or members of the public from livestreaming school events open to the public. Students, parents, employees, and members of the public should not have any expectation of privacy while attending public events; they may be captured and broadcast on a livestream just as they could at any other public or community event, or facility open to the public.</p> <p>However, school administrators may prohibit livestreaming at specific events hosted by the school on a case-by-case basis to comply with the law, to comply with contract terms, or to prevent a substantial disruption to the public event.</p> <p>The JOC prohibits livestreaming of copyrighted musical performances, theatrical performances, or any material or performance in violation of copyright law.</p> <p><u>Livestream Video In Lieu of Homebound Instruction</u></p> <p>Upon acceptance of a physician or healing arts practitioner’s recommendation that homebound instruction is medically necessary, the JOC directs that consideration be given to whether or not the student should receive livestream access to his/her essential academic classes in lieu of homebound tutoring. Consideration must be given to:</p> <ul style="list-style-type: none"> • The severity of the student’s medical condition, and whether or not the student can benefit from livestream academic instruction. • The recommendation of the student’s physician. • Input from the student’s parents. • The age and specific needs of the student, including whether the student has the technical proficiency to access the livestream at home. • Whether providing livestream instruction may be counter-productive, in that it may
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<p>24 Pa. Stat. §13-1327</p> <p>Policy 815</p> <p>29 U.S.C. § 794 42 U.S.C. § 12182 28 C.F.R. § 35.160</p>	<p>prolong the student’s absence from school.</p> <p>Students who access their essential academic instruction via livestreaming shall be considered present for attendance purposes during those hours during which they received instruction. Livestream access to academic instruction is in lieu of and not in addition to homebound tutoring.</p> <p>The decision whether or not to provide livestream access to academic instruction in lieu of homebound tutoring rests in the sole discretion of the school. Nothing in this policy shall be construed to require the school to provide livestream access to any particular student.</p> <p><u>Proper Attire / Code of Conduct</u> Any student participating in a livestream for academic instruction must abide by the school’s Code of Conduct and may be held accountable for violations of the code of conduct while participating in the livestream. Students participating in a livestream of academic instruction must also be dressed in proper attire consistent with the school’s dress code.</p> <p><u>Acceptable Use of School’s Network</u> If a livestream utilizes the School’s internet connection, the School’s Acceptable Use Policy applies and is incorporated herein by reference. School livestream videos are property of the School. Any reposting or reproduction of such videos, or screenshots from such a video, is prohibited.</p> <p><u>Use of Personal Devices</u> If any livestream authorized pursuant to this policy utilizes a personal mobile device, the School’s mobile device policies apply and are incorporated herein by reference.</p> <p><u>Accommodations For Disabilities</u> The JOC directs that public livestreams of school events be as accessible as reasonably feasible for individuals with disabilities as for non-disabled members of the public.</p> <p>Nothing in this policy shall affect the provision or use of livestreaming as stated in an Individualized Education Program or Section 504 Service Agreement.</p> <p><u>Penalties for Violations</u> Violation of this policy, administrative regulations, and/or state or federal laws will result in discipline. Employees may be subject to discipline up to and including dismissal. Students may be subject to discipline up to and including expulsion.</p> <p><u>Development of Administrative Guidelines</u> The Director or his/her designee may develop administrative guidelines to implement this policy. The Director shall ensure that all students and employees are made aware of this policy and any administrative guidelines by means of the employee and student handbooks, the school website, or other reasonable means.</p>
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