

Use of Audio-Visual Materials

1. Definition

“Audio-visual materials” shall include all materials capable of producing audible sounds and/or visual pictures through the use of technological devices. These materials may be in the originally produced form, purchased, rented, downloaded, streamed, or legally copied according to Policy and Administrative Rule EGAAA.

2. Use as supplement to classroom instruction:

- a. Audio-visual materials used as a supplement to classroom instruction or as a reward/incentive shall be selected with the objective that students in the particular class or group for which the selection is being made would be permitted to view or hear the presentation.
- b. Any audio-visual material that has been through a District approved curriculum process, such as, Instructional Materials selection or curriculum advisory groups, may be used freely (unless there is a warning message as described in (d) below) as a supplement to classroom instruction at the age and grade level for which they have been approved.
- c. All materials rated for all audiences may be used as a supplement to classroom instruction.
- d. Videos with the following ratings may be shown:
 - (1) K-12: G - no approval required.
 - (2) K-5: PG, PG 13 - building administrator approval required, parental approval required.
 - (3) 6-8: PG - no approval required, PG 13 - building administrator approval required, parental approval required.
 - (4) 9-12: PG, PG 13 - no approval required, R - building administrator approval required, parental approval required.
- e. Refer to Dallas School District Board Policy IIABA-AR for the entire board adopted policy on Audio-Visual Materials.
- f. Non-rated video material should match the instructional level and maturity of students similar to the rating system. Only material from trusted sources should be shown without being previewed.
- g. When seeking parental permission the following information should be included:
 - (1) Title and brief description;
 - (2) Purpose for the showing;
 - (3) Match with course objectives;
 - (4) Proposed date of showing;
 - (5) When and how parents will be notified, or if necessary grant consent; and
 - (6) Audience rating
- h. Parents should be provided the opportunity to preview a feature film/video, whenever possible.

3. Media Center

- a. Audio-visual materials may be purchased, catalogued and stored in the building media center consistent with Policy IIAC.
- b. The audio-visual materials may be used by staff for professional resource material or as a supplement to classroom instruction or reward/incentive provided that the guidelines outlined in Section 2 of this administrative rule are followed.
- c. Audio-visual materials may be used by individual students as a supplement to classroom instruction provided that the materials are age appropriate and meet the criteria outlined in Section 2.

4. Challenge of Instructional Materials

- a. The guidelines set forth in this administrative rule are not intended to supersede the provisions of the process for challenging instructional materials outlined in Policy and Administrative Rule IIA.
- b. The opportunity and right of staff to defend the use of audio-visual materials as a supplement to classroom instruction with the process established under Administrative Rule IIA shall not be discouraged in any way.
- c. The opportunity and right of a patron to challenge the use of audio-visual materials as a supplement to classroom instruction with the process established under Administrative Rule IIA shall not be discouraged in any way.