

Students and Instruction	5000
Instructional Program	5200
Use of Media in Classroom	5235

The Melrose School Committee believes that movies, video, and other media materials are important tools in the educational process. At the same time, the Committee believes that the use of this media should be limited so that they are used legally and appropriately in achieving legitimate educational objectives.

The showing of movies, videos and similar media **MUST** be limited to specific educational purposes. Professional educators bear responsibility to ensure that educational activities and support materials are relevant to the curriculum, appropriate for the age and maturity of students, and consistent with specific educational objectives. The Principal of each school, as its educational leader, will be responsible for monitoring compliance with this policy.

This policy is supported by the Superintendent's Administrative Procedures detailing the specific rules for using media materials in the classroom. The Administrative Procedures will be reviewed annually by the Superintendent and his Administrative Team and any substantial changes will be presented to the Melrose School Committee.

All District employees must comply with federal copyright laws, as well as publisher licensing agreements. It is the responsibility of the Superintendent to ensure that all district employees are aware of these rules and laws.