

**ATTENDANCE/ACTIVITIES**

The board of education believes that attendance in regularly scheduled classes is a key factor in student achievement. Thus, any absence from those classes represents an educational loss to the student. The board recognizes, however, that the cocurricular program of the technology center also has educational benefit. Therefore, it shall be the policy of this board to minimize absenteeism from regular classes while providing students the opportunity to participate in cocurricular activities.

## **CLASSROOM VISITATION**

In order to provide students with a reasonable opportunity to study and learn, it is the policy of the board of education to restrict classroom visitation to a minimum.

Any person who needs to visit a classroom or other technology center facility must obtain permission from the superintendent or campus director's office. Visitors on technology center property without permission may be asked to leave the premises.

The superintendent shall establish appropriate procedures to provide for a safe environment for students, staff members and patrons. Such procedures will include posting notices at the entrances to the technology center building. The notices will require visitors to report to the building administration's office before visiting any classroom or other facility.

Building administrators are authorized discretion in permitting visitation.

Classroom visitors will respect classroom decorum and will not interrupt the class in any way. Visitors who disrupt the classroom or the campus in any manner will be required to leave the technology center grounds.

## **UNITED STATES COPYRIGHT LAW**

The technology center does not condone, and will not allow, violations of the United States copyright laws. Subject to certain specific exceptions, the owner of a copyright has the exclusive right to reproduce, distribute, perform, or display the copyrighted work or to authorize such reproduction, distribution, performance, or display. An exception to the exclusive rights is the Doctrine of Fair Use. The fair use of a copyrighted work for purposes of teaching, scholarship, or research is not an infringement of copyright. The following factors shall be considered in determining fair use for all works other than broadcast programming:

1. Purpose and nature of the use; whether the use is of a commercial nature or for non-profit educational purposes.
2. The nature of the copyrighted work.
3. The amount and importance of the portion used in relation to the copyrighted works as a whole.
4. The effect of the use upon the potential market for, or the value of, the copyrighted work.

### Broadcast Programs

A “broadcast program” is any television program transmitted by a television station without charge to the general public.

Staff members may record a broadcast program for the staff member’s one time instructional use. The broadcast program must be used within ten (10) school days of the recording and must be destroyed within forty-five (45) calendar days of recording. Staff members may also view a program to determine whether to purchase the program and add it to the curriculum.

The technology center will not record multiple copies of the same broadcast program for an individual staff member, and will not record broadcast programs without first receiving a request to record.

### Exceptions

A further exception to the copyright law includes the performance or display of a work by instructors or students in the course of face-to-face teaching activities in a classroom or other place devoted to instruction.

Reference: 17 U.S.C. §107

**CONSTITUTION DAY AND CITIZENSHIP DAY**

Constitution Day and Citizenship Day shall, in accordance with federal law, be held each year on September 17. The purpose of Constitution Day and Citizenship Day is to commemorate the formation and signing on September 17, 1787, of the United States Constitution and recognize all who, by coming of age or by naturalization, have become citizens.

The technology center shall hold an educational program on the United States Constitution on September 17 of each year for the students served by the district in observation of Constitution Day and Citizenship Day. When September 17 falls on a weekend or holiday, the day shall be observed on a school day just before or after September 17. The manner in which the day shall be commemorated shall be within the superintendent's discretion.

Reference: 36 U.S.C. § 106; Public Law 108-447.

**VETERANS DAY**

It shall be the policy of the district that “Veterans Day,” November 11<sup>th</sup>, will be observed with an appropriate ceremony/activity.

In any year in which the date of November 11<sup>th</sup> is a Saturday or Sunday or classes are not in regular session, the district shall observe the previous school day as “Veterans Day.”