

BEDJ - RECORDING/BROADCASTING OF SCHOOL COMMITTEE MEETINGS

Recording/Broadcasting by the School Committee

1. The School Committee shall strive to ensure that all meetings of the full committee which are legally open to the public are recorded for television, broadcast live and streamed via social media. From time to time this may not be fully possible due to unforeseen technical issues or because of changes in venue, however at a minimum an audio recording of the meeting will take place if audio/video recording is not possible.
2. Subcommittees of the School Committee are encouraged to use audio/video recording, live broadcasting and/or live streaming whenever possible. For all subcommittee meetings which are legally open to the public, the subcommittee Chair shall make an audio recording of the meeting and make said recording available to the Administrative Assistant to the School Committee within three (3) business days following the meeting. Following receipt the Administrative Assistant will make the recording available online as with other meeting materials.
3. At the beginning of each meeting of the School Committee or any of its subcommittees, the Chair shall inform other attendees of any recordings taking place.

Recording/Broadcasting by Members of the Public

1. Electronic audio and video broadcasting and recording devices may be used at School Committee and subcommittee meetings legally open to the public according to the following guidelines:
 - a. Anyone wishing to record an open meet must disclose that fact to the Chair prior to the beginning of each meeting.
 - b. Recording equipment should be set up prior to the commencement of the meeting.
 - c. Persons operating cameras, broadcasting, and/or recording devices must do so with a minimum of disruption to those present at the meeting, and should comply with any reasonable request from the Chair for the purpose of maintaining order at the meeting.
 - d. The Committee will not stop or repeat any portion of the meeting in order to accommodate members of the public who are recording the meeting.
2. At the beginning of each meeting of the School Committee or any of its subcommittees, the Chair shall inform other attendees of any recordings taking place.

LEGAL REF.: [M.G.L. 30A:18-25](#)

CROSS REF: Policy [BED](#): Open Meeting Law

First Reading: TBD

Second Reading: TBD