

**OFF-AIR RECORDING OF BROADCAST PROGRAMMING  
FOR EDUCATIONAL PURPOSES**

It is the intent of MSAD #56 to adhere to the provisions of copyright laws as they relate to the off-air recording of broadcast programming for educational purposes. This policy reflects the application of “fair use” to the recording, retention, and use of television broadcast programs and represents the Board’s sincere effort to operate legally.

Television programs may be recorded for educational purposes and retained for a period not to exceed forty-five calendar days. After the first ten consecutive school days, recordings may be used only for evaluation purposes. Teachers may use recordings once in the course of relevant teaching activities and they may be repeated once when necessary for instructional reinforcement. Recordings may be made only at the request of individual teachers. Such recordings may not be altered from their original content and all copies must include the copyright notice.

The principal of each school is responsible for establishing regulations that will enforce this policy at the school level.

ADOPTED: April 8, 1986