

INSTRUCTIONStudent Publications, Films and Electronic Media ProductionsStudent Rights and Responsibilities

- A. The right to report and editorialize on events, issues and ideas in school, community, nation or world, even though these may be unpopular or controversial.
- B. An obligation to seek and present contrasting views in an effort to present a complete picture.
- C. The responsibility to know and observe applicable laws, including the traditional exceptions to freedom of speech, which include matters that are obscene or libelous, as well as those legal guidelines relating to privacy, copyright, and the substantial disruption of school activities.
- D. An obligation to learn and observe ethical responsibilities relating to accuracy, fairness, political or financial motivation, confidentiality, objectivity and good faith.
- E. The responsibility to consider accepted community standards of decency and good taste and the responsibility to consult with and carefully consider the views of their print and broadcast advisory regarding the content of their student publications.
- F. The responsibility to rewrite materials as required by student editors and/or advisors to improve sentence structure, grammar, spelling and punctuation.
- G. The right to appeal the principal's decision, disallowing the reproduction, publication, or circulation of a student publication, to the Superintendent and then to the School Board.

Responsibilities of the Advisor

- A. To select student staff members by means of recruitment, applications, and/or teacher recommendation who, in the advisor's opinion, are able to handle the responsibilities and work load required of student journalists.
- B. To guide and assist staff members in the production of the student publication, both functionally and editorially.
 - 1. To teach students the necessary responsibilities which are required in the exercise of their First Amendment rights to freedom of speech and expression.
 - 2. To provide expertise in areas such as copywriting, headline writing, layout, and design, etc. Expertise may be provided by means of student publication workshops, meetings with company representative, and/or classroom work.
 - 3. To encourage and stimulate in student journalists an awareness of school and community, state and national functions, activities, encounters, problems, and human interests, so that they are better able to provide as complete a picture as possible with student media.
- C. To review all materials that are to be reproduced and circulated; to counsel student staffs, helping them recognize potential problems which might be caused by the circulation of certain publications; to instruct students in order that they develop the proper perspectives on the content of their productions.

- D. To refer to the principal, student publications which are potentially libelous, or obscene, or which could cause a substantial disruption of the good educational process, or which ignore community standards of decency and good taste.
1. Substantial disruption is defined as any student activity which would materially interfere with the orderly operation of the educational process. Examples of substantial disruption might be unlawful seizure or destruction of property; student rioting or widespread boisterous conduct; and sit-ins, walk-outs, or other related forms of activity. Heated discussion and debate are not considered substantial disruption. Example: an editorial expressing the inadequacies of the school food service is not disruptive in itself, but an editorial calling for a cafeteria food fight would be considered disruptive.
 2. The following points shall be considered in determining if a student publication is disruptive.
 - a. There must be specific facts upon which it would be reasonable to forecast a clear likelihood of immediate, substantial disruption to normal school activity.
 - b. Mere apprehension of disturbance does not constitute a reasonable forecast of substantial disruption. Substantial facts to reasonably support such forecast must be shown.
 - c. To determine if a publication is disruptive, consideration must be given to the context of distribution, as well as the content of the publication and current events influencing student attitudes and behavior.
 3. To aid in the screening and reviewing of articles for student publications, the advisor has the responsibility to:
 - a. Establish a student editorial board to consist of at least three student staff leaders, which have the responsibility to determine editorial policy and content. The advisor is to act as a resource person during editorial board meetings.
 - b. Consider accepted community standards of decency and good taste in reviewing articles for publication.
 - c. Keep school administrators advised in the event that, in the advisor's opinion, a potentially problematic situation arises, where counsel may be needed.
- E. Serve as a liaison between student staffs, faculty, administration, school board and community.
- F. Develop the media budget and manage student publication finances.

Responsibilities of the School Board and Administrators

- A. To recognize that publications are student-centered and intended to be a forum for student ideas.
- B. To recognize educational value and merit in journalistic media, even though opinions represented are not those of the administration, and to provide qualified advisors for those students involved in student publications.
- C. To provide as well as possible, adequate budgets, facilities, and curriculum for the successful production of student publications.
- D. To provide a time and place for orderly distribution of student publications within the school day.

- E. To withhold student publications as necessary to protect the school's interest in maintaining an orderly program of learning, as well as community standards of decency and good taste, while simultaneously protecting the students' First Amendment rights.
1. The principal will consult with the advisor and student staff about student publications which the advisor refers for reasons listed in Responsibilities of the Advisor (D) above.
 2. The principal will seek legal advice through the Board channels when he deems it necessary.
 3. The principal will allow or disallow the student reproduction, publication, or circulation upon the basis of these consultations.
 - a. The principal has the option to withhold only those portions of a student publication which he finds to be in violation of the requirements of this policy.
 - b. The principal shall render his decision within two (2) days of receiving the publication from the advisor.
 4. The student staff may appeal the principal's decision to the Superintendent and then to the Board of Education.
 - a. The request for appeal must be made within one (1) week of either the principal's or the Superintendent's decision.
 - b. The Superintendent and Board of Education shall render their decision within one (1) week of the request for appeal or within a reasonable time if a decision within one (1) week is not possible.