

**POLICY RELATING TO EDUCATION**

***AUDIO, VIDEO AND/OR STENOGRAPHIC RECORDING OF MEETINGS***

The Wachusett Regional School Committee prohibits the audio, video and/or stenographic recording of parent/teacher conferences and/or Team meetings conducted in Wachusett Regional School District facilities. Exceptions to this policy will be made only where a parent/guardian or student is able to demonstrate that either the audio, video and/or stenographic recording of the meeting or conference is necessary to ensure the parent's/guardian's or student's full understanding of the proceedings or to otherwise accommodate a parent's/guardian's or student's documented disability.

Requests by a parent/guardian or student for authorization to audio, video and/or stenographic record a meeting or conference shall be submitted in writing to the Superintendent of the Wachusett Regional School District no less than three (3) business days prior to said meeting/conference. The Superintendent's decision on any such request shall be final.

First Reading: 11/08/04  
Second Reading: 11/22/04

WRSDC Policy 3813