

LOCKPORT EDUCATIONAL CHANNEL

PROGRAMMING POLICIES AND OPERATING PROCEDURES

MISSION

The mission of the Lockport Educational Channel is to enhance and augment the educational process at every level through the use of cable television and video production.

STRUCTURE

The Educational Channel is a collaborative partnership between the Lockport City School District, Lockport Community Cable Commission, Lockport Community Television, Inc., and other educational institutions that may be asked to participate. The Channel is overseen by the LCTV Board, which will periodically review channel use, determine operating policies and set goals and objectives.

OBJECTIVES

The Lockport Educational Channel will promote lifelong learning for the community by:

- enhancing classroom instruction.
- providing information about public and private schools in the area.
- serving as a training opportunity for students pursuing careers in technology and communications.
- extending educational opportunities into the home.
- promoting and facilitating adult learning.

ELIGIBILITY FOR USE

All programming presented on the Educational Channel must be non-commercial and have a distinct educational or informational component. All local program producers must submit a completed program proposal to Lockport Community Television.

LCTV reserves the right to control the use of all program materials produced by LCTV. Promotional use of LCTV-produced program materials by another entity may be permitted under certain conditions upon written application to and approval by the LCTV Board.

OPERATING PROCEDURES

a) Channel - The educational channel shall operate on a channel designated for that purpose on the Time Warner cable system and shall be identified as the Lockport

Educational Channel.

b) Types of Programming:

1. Taped, local - Produced by staff, students or volunteers.
2. Taped, from outside sources - Pre-produced programs available for educational use ("GED on TV," "Learn to Read," etc.).
3. Live, local - Originating from schools, LCTV studios or other sites.
4. Satellite delivered - Live or taped educational programs from state or national sources ("Regents Review," "Goals 2000").
5. Alphanumeric - Computer-generated text service ("Educational Billboard").

c) Criteria for Programming - Suitability of programming and scheduling priorities will be determined by the LCTV Board.

d) Objectionable Material - No slanderous, lewd, obscene or violent material or language will be allowed on the Educational Channel. Admissibility of material or language will be determined by the LCTV Board.

e) Copyright - Copyright for all locally-produced educational programs will be held by the producer and Lockport Community Television. Standard copyright protection for published materials will be respected for all programs from outside sources. Where appropriate, any necessary releases or authorizations will be obtained.

f) Endorsements - No promotion, endorsement or advertising for any private business, commercial service or product, profit-making activity, political candidate or partisan cause will be allowed on the channel. Solicitations for charitable, civic or religious donations are also precluded. Brief video credits, minus logos or slogans, may be displayed at the conclusion of programs where special materials or assistance have been donated by a commercial or charitable enterprise.

g) Announcements - Promotional announcements for events sponsored by educational entities are acceptable. Promotional announcements for events, charities, or outside organizations in which educational entities have no official interest will not be allowed.

h) Program Retention - It shall be a general policy to retain locally produced programs for up two months. Copies may be purchased at a cost to be determined by LCTV. Copies of public meetings shall not be considered an official record of the meeting and there shall be no liability for inadvertent erasure or omissions.