
		Commission scolaire English-Montréal English Montreal School Board
POLICY:	MEDIA COVERAGE AT BOARD MEETINGS	CODE: DG-19
Origin:	Communications and Marketing Division	
Authority:	Resolution #99-12-15-8	
Reference(s):		

POLICY STATEMENT

Television cameras shall be permitted at public Board meetings under the following conditions:

1. Reporters and their camera operators shall report directly to the Communications and Marketing Specialist regarding the physical placement of their equipment.
2. The use of camera lights shall be prohibited while meetings are in session.
3. While a meeting is in progress, all interviews with the Chairman or a designated spokesperson from the Board shall be conducted outside of the Conference Room.
4. All media representatives shall make their identity known to the Communications and Marketing Specialist prior to the commencement of the meeting, and be directed to the media table.

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1. Upon the recommendation of the Communications and Marketing Specialist, the Chairman may consider adjourning a meeting for a short period of time or turning the meeting over to the Vice-Chairman in order to give a statement to those members of the media who are working on a deadline that evening.
2. One or two media tables should be set up in the Conference Room in order to provide journalists with appropriate working space and also make them easier to identify for commissioners and senior staff.
3. Detailed agenda packages should be made available to the print media the day of the meeting in order to provide them with sufficient time to research some of the issues to be discussed. Radio and television reporters, however, will have to wait until just prior to the meeting.
4. Should the aforementioned arrangements prove unsatisfactory, the policy shall be reviewed.