

<b>Series</b>	<b>300</b>	<b>Instruction</b>
<b>Section</b>	<b>350</b>	<b>Extended Instructional Programs</b>
<b>Policy</b>	<b>353.2P</b>	<b>Outside Speakers and Programs Procedure</b>

Teachers are encouraged to invite guest lecturers to discuss a particular subject with their students under the following conditions:

- A. The subject is of educational relevance and value to the students in that class.
- B. The subject is presented in an unbiased or unprejudiced manner. (Speakers representing several sides of an issue may be used.)
- C. The speaker(s) will not tend to disrupt the educational program.
- D. The information to be discussed is appropriate for the age and maturity of the students.
- E. Any speaker addressing a subject related to the District's program on health shall meet the guidelines established for that program.
- F. The teacher shall remain in the classroom during the entire presentation to provide for appropriate follow-up.

The Principal or his/her designee shall approve the visits of all guest speakers and seek permission to record the presentation by audio or videotape for use with other classes.

Teachers should give the Building Principal at least two weeks notice of a proposed speaker.

**Cross Reference: 353.2-Outside Speakers and Programs; 353.2F-Outside Speakers and Programs Form**

**May 2006**