

VIDEO SURVEILLANCE CAMERAS

The maintenance of the health, welfare, and safety of the student, staff, while on district property, and the protection of district property are important functions of the Board. Video cameras may be used to supplement proactive staff supervision. While community use of public school facilities is encouraged, regular supervision of these activities, which occur seven days per week and at non-school hours, is difficult. The monitoring of individuals who enter upon the school ground or school property is a significant factor in maintaining order and discipline and in protecting students, staff, visitors, and property. This Board recognizes the value of video surveillance systems and monitoring the maintenance of order and discipline within the school setting. Therefore, the Board authorizes the use of video surveillance practices in accordance with the guidelines established herein.

Guidelines and Procedures

1. Signs shall be posted advising that video monitoring is in place, but that the equipment may or may not be monitored at any time.
2. Video monitoring systems may be used on school property, including school buses, or on school grounds.
3. Video monitoring shall not be used to monitor areas where the public has a reasonable expectation of privacy.
4. Video recordings may be used by the administrators as evidence.
5. Recordings shall not be disclosed except in accordance with this policy. Disclosure of video records shall be on a need basis in order to comply with the Board's policy objectives.
6. The Board will review the effectiveness of the video monitoring on a periodic basis.
7. Students and staff shall be informed at the beginning of each school year and as necessary during the school year that video surveillance will be used.
8. Only individuals authorized by the school principal or administration shall have access to the video information collected.
9. The Superintendent/designate shall be responsible to review the use and security of monitoring cameras, including monitors and video recordings.
10. A video recording of actions by individuals(s) may be used by the administrators as evidence in any disciplinary action brought against any individual arising out of conduct in or about district property or with regard to student transportation.
11. Video monitoring may be used to detect or deter criminal offenses which occur in view of the cameras. They may also be used for inquiries and proceedings relating to law enforcement, research, deterrence and student discipline.
12. Video monitoring may be used as a reason to deny future facility use to a particular community service group(s).
13. All recordings shall be disposed of in a secure manner.
14. Recordings should be viewed on a need-to-know basis only and in such a manner as to avoid public viewing. Monitors should be in controlled access areas.

APPROVED: January 11, 2006