

SECURITY CAMERAS ON TRANSPORTATION VEHICLES PROCEDURES

The following procedures will govern the use of security cameras on school transportation vehicles. It is understood that District staff and students are prohibited from tampering or otherwise interfering with security camera equipment. In order to avoid tampering and to ensure confidentiality, all recordings will be stored and secured by the District's transportation provider. A written log will be maintained which shall include the date and time the recording was made, the vehicle, and the name of the driver.

Review of Recordings

1. The transportation provider shall have access to the recording only for school related purposes and shall not disclose or release the recordings to any other persons except the Superintendent/designee.
2. When used as a basis for discipline, viewing the portion of the recording pertaining to the alleged violation may be requested by the student and/or parent(s)/guardian(s), subject to the requirements of the Family Education Rights & Privacy Act (FERPA).
3. Review of the recordings will be conducted by the District's transportation provider and the building principal or his/her designee.
4. Viewing will be permitted at the school building, transportation office, or the office of the Superintendent.
5. Recordings held for review of student incidents or for other purposes deemed appropriate by the District will be maintained in their original form pending resolution. Recordings will either be released for erasure or kept as necessary as part of the student's or other District record at the discretion of the Superintendent.
6. Recordings will be released to law enforcement agencies or as evidence in a criminal juvenile proceeding only by subpoena or in the case of a health or safety emergency as provided in the FERPA.

Adopted: January 5, 2011

Revised: June 7, 2017