

DISTRICT VIDEO SURVEILLANCE ON SCHOOL PROPERTY

The Board of Education is responsible for maintaining and fostering student discipline, as well as safeguarding the facilities and property of the District. The Board further recognizes the importance of student, staff and visitor privacy. After careful consideration, the Board supports the use of cameras on school grounds and on school buses. Cameras are intended to monitor student behavior, promote student and staff safety, and to deter vandalism and other criminal activity.

District cameras will only be used in public areas where there is no "reasonable expectation of privacy". Cameras in the current locations (exterior to building and interior hallways, doorways, auditorium, gymnasium and cafeteria) have been activated for the purpose of enhancing security and safety of the facilities for students and school staff members as well as in the event of an emergency (a serious, unexpected or dangerous situation requiring immediate action as part of an investigation). In the event of a serious, unexpected or dangerous situation, if and when such video is used against any employee, the employee's respective union will be informed.

It is not the intention of the Board of Education to use video surveillance images to monitor time abuse infractions. However, video images may be used to supplement traditional investigative measures utilized by the District to review repeated time abuse infraction allegations. Video images cannot serve as the initial or sole form of evidence against an employee concerning time abuse infractions. In order for video images to be used in a disciplinary proceeding against an employee, such employee must go through standard supportive supervision including: meeting with his/her supervisor, meeting with supervisor and the union representative, as well as prior written notice from the District of time infraction concerns.

Any video recording used in school buildings and/or on school property and/or on school buses shall be the sole property of the District. The Superintendent or his/her designee shall be the custodian of such recordings. All video recordings will be stored in their original form and secured to avoid tampering and protect confidentiality. The District shall comply with all applicable state and federal laws related to student records in retaining these recordings.

Requests to view a video recording must be made in writing to the Superintendent or his/her designee. If the request is granted, viewing shall occur in the presence of the District's custodian or designee of the recording. Under no circumstances will the video be duplicated and/or removed from district premises, unless in accordance with a court order and/or subpoena. Video recordings will be maintained for a period of four weeks, after which they will be overwritten.

Approved:	10/04/2017
3 rd reading (new):	10/04/2017
2 nd reading (new):	09/06/2017
1 st reading (New):	08/02/2017

The District will post appropriate signage at entrances to the school notifying students, staff and the general public of the District's use of cameras. Students and staff will receive additional notification.

The Superintendent is authorized to develop such regulations and procedures as may be necessary to implement this policy.

Ref: 20 U.S.C. §1232g (*Family Educational Rights & Privacy Act*)
Arts & Cultural Affairs Law Art. 57-A
Public Officers Law §87
Records Retention & Disposition Schedules for Use by School Districts, Schedule ED-1