

3030 Transportation – Video/Audio Monitoring**Purpose**

The use of video and audio recording equipment supports efforts to maintain discipline and to ensure the safety and security of all individuals being transported on district-owned, operated, or contracted school buses, vans, or other school vehicles.

Definitions

School bus means a motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of preprimary, primary or secondary school students to or from public, private, or parochial schools or events related to such schools or school-related activities.

School vehicle means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary or secondary school students while registered by or under contract to the school district. The term includes vehicles having chartered, group or party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children.

Authority

The Board authorizes the use of video and audio recording on school buses and school vehicles for the above-described purposes.

The Board prohibits the use of audio recording on any school bus or school vehicle that is not being used for a school-related purpose.

Delegation of Responsibility

The Board directs the Superintendent to be responsible for the oversight of video and audio recordings. The video and audio recordings shall remain in the possession of the Superintendent provided that he or she may designate administrators to maintain and/or review the video and audio recordings.

The Superintendent or designee should further ensure that:

1. Each school bus and school vehicle that is equipped with video and audio recording equipment contains a clearly posted notice informing drivers and passengers of the potential for video and audio recording.
2. Parents/Guardians and students are annually informed of the policy authorizing video and audio recording on school buses and school vehicles.
3. Notice of this policy is placed on the School District's publicly accessible website.

Review and Release

Video and audio recordings may be reviewed only with the proper authorization of the Superintendent or his or her designee. All requests must be made through the Superintendent or designee. In no event shall video or audio recordings be reviewed or released in any manner without explicit authorization of the Superintendent.

The district shall comply with the provisions of federal and state law and regulations regarding student record requirements as applicable to the district's use and disclosure of recordings. Recordings considered part of a student's education record shall be maintained in accordance with established student record procedures governing access, review and disclosure of student records.

In the event of use, or proposed use, of a video or audio recording in connection with a disciplinary proceeding, confidentiality considerations shall be enforced. Only those relevant portions of the video or audio recording shall be subject to review and/or admitted into evidence, and any such review/use shall comply with the Family Educational Rights and Privacy Act and any other applicable law.

The video and audio recordings may be subject to review and release to law enforcement, if duly requested by police, other members of law enforcement, or other individuals, pursuant to a subpoena or as required and/or permitted by law.

Guidelines

The Superintendent or a designee shall review the video and audio recordings randomly, as well as in response to alleged improper conduct. If no such incidences are reported, the video and audio recordings will typically be recycled and overwritten within forty-five (45) days. If an incidence is detected on the tape, the tape will be preserved.

The video and audio media is intended for use with respect to issues relating to safety and behavior. Video and audio media is not intended for general viewing by a student, employee, parent/guardian, or the public and shall not be made available

for general viewing purposes; nor is the video and audio media intended to relieve district personnel of their responsibilities for submitting disciplinary reports.

Staff and students are prohibited from tampering, or otherwise interfering with, video and audio media, camera equipment, and/or any records related to school bus or school vehicle monitoring and/or this policy.

ADOPTED: October 23, 2017