

VIDEO CAMERAS ON SCHOOL DISTRICT GROUNDS AND PROPERTY

The Board of Directors authorizes the installation and use of video cameras that generate electronic video recordings and still pictures throughout the District for the purpose of enhancing school safety and security. The intent of security cameras is to promote and foster a safe and secure teaching and learning environment for students and staff, to enhance public safety for community members who visit or use school property, and to diminish the potential for the destruction or loss of district or personal property.

Local law enforcement may be granted viewing rights for the purpose of reacting to crimes in progress and other reported safety issues on School District grounds and property.

The superintendent or his/her designee shall prepare procedures for the use of video cameras on School District grounds and property.

Video Cameras on School District Grounds and Property

A. Purpose

The purpose of these procedures is to integrate the best practices of safety and security with technology, which includes the utilization of a security and safety camera system. These procedures regulate the use of camera systems used to observe and record public areas for the purposes of safety and security.

B. Placement of Cameras

1. Camera locations may include School District grounds, buildings, hallways and property, including buses and vehicles used for District purposes.
2. Security cameras shall not be placed to monitor areas where there is a reasonable expectation of privacy, including locker rooms, changing rooms, private offices, conference rooms and restrooms.
3. No audio shall be recorded.
4. Only personnel authorized by the superintendent or designee shall install or adjust security cameras or related equipment.

C. Notification of Use of Electronic Surveillance via Video Cameras

Appropriate signage will be posted at each site where video cameras are in use that notify students, staff and the general public of the District's use of security cameras.

D. Expectation of Privacy

Except in areas where there is a reasonable expectation of privacy (including locker rooms, changing rooms, private offices, conference rooms and restrooms), all conduct on Aberdeen School District property is subject to being recorded, preserved and examined by means of security cameras. Except in areas where there is a reasonable expectation of privacy, no person on District property shall have a legitimate expectation of privacy with respect to his or her conduct.

E. Access and Monitoring

1. Only personnel authorized by the superintendent or designee shall have access to preserved footage/recordings.
2. Non-school personnel will be authorized to view preserved camera footage on a case-by-case basis by the superintendent or designee. Preserved footage may be released by the Superintendent or designee in limited circumstances as follows:
 - a. In order to protect the health and safety of all students, recordings that reveal unlawful actions may be brought to the attention of and/or released to law enforcement agencies.
 - b. In response to a public records request, the District will provide preserved camera footage unless otherwise exempt.

- c. In response to a subpoena or court order.
3. Real-time video surveillance may be provided to law enforcement through the Aberdeen School District Technology Department under the direction of the superintendent. Officers can be assigned user accounts for real-time viewing during emergency situations only.
4. Preserved footage/recording requests made by law enforcement agencies must be requested through the Superintendent's Office.

F. Retention of Recordings

All video recordings will be stored for up to 30 days after initial recording, whereupon such recordings will be released for erasure.

Any video recording used in any kind of disciplinary proceeding or litigation, or if a tape recording otherwise takes on a status that would require a longer retention period as part of the student's behavioral record, will be retained for seven years, or until all actions have been resolved, whichever time is greater.

G. Appropriate Use and Confidentiality

Preserved recordings shall be viewed only by School District personnel authorized by the superintendent or designee in a setting that ensures controlled access, inability to tamper with the footage, and privacy from accidental public viewing. All camera recordings shall be considered confidential.

H. No Guarantee of Recording

The Aberdeen School District does not guarantee that every school interior, exterior, or school bus will be equipped with a security camera; that the security camera in a specific area will be in operation at a specific time; or that a security camera will record specific conduct or expression; or that security camera resolution will be sufficient to capture images with clarity in all circumstances.