

NORTH PENN SCHOOL DISTRICT
School Board Policy

5126

STUDENTS

Elementary and Secondary

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 students, staff, contractors, and others being transported on district-owned, operated, or contracted school buses or school vehicles.

Authority

The Board authorizes the use of video and audio recording on school buses and school vehicles for disciplinary and security 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 or designee to ensure that:

1. Each school bus and school vehicle that is equipped with audio recording equipment contains a clearly visible posted notice informing drivers, students, and other passengers of the potential for audio recording.
2. Parents/Guardians and students are informed each school year of the policy authorizing video and audio recording on school buses and school vehicles by letter mailed to the students' home addresses.

Use of Recorded Documentation

Reviews of video/audio recordings shall be limited to the Principal, Transportation Coordinator, the Superintendent, and/or his/her designee. However, video/audio recordings may be used in expulsion hearings if the video/audio recording provides evidence in the case.

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Destruction of Records

Video/audio documentation of misbehavior will be preserved only until any disciplinary action/disposition is reached. Thereafter, all recorded evidence of the misbehavior will be erased and/or recorded over. Additionally, video/audio recordings shall be routinely recorded over when the video/audio recording equipment automatically resets.

Guidelines

The District shall comply with the provision of Federal and State law and regulations regarding student records requirements as applicable to the District's use and disclosure of recordings. Recordings considered part of a student's educational record shall be maintained in accordance with established student record procedures governing access, review, and disclosure of student records.

Parental Screening Rights

A request for viewing a video recording may be made by a student's parents/guardians if the student has been recorded and disciplinary action has been recommended. All requests must be in writing and addressed to the building principal. Parents/Guardians will only be allowed to view that portion of the recording which documents the alleged misconduct of their child on the bus or school vehicle in accordance with applicable laws and regulations.

Policy:

Adopted: July 16, 2015

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