

<p style="text-align: center;">FRONTIER PUBLIC SCHOOLS BOARD OF EDUCATION POLICY</p>	<p style="text-align: center;"><i>School Property</i></p> <p style="text-align: center;">Adopted: August 9, 2010 Revised: August 5, 2013; August 11, 2014; August 13, 2015; July 30, 2020</p>
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USE OF SCHOOL FACILITIES

Policy

The school district will permit use of school facilities by educational, political, literary, cultural, religious, scientific, civic or recreational community organizations provided that:

1. The intended use of the facility by the organization meets certain established criteria; and
2. When required, a previously established fee is paid by the organization.

Providing every student with the best education possible is the primary function and responsibility of the board. Therefore, school-related functions will be given priority when it is necessary to use school facilities. However, the board is also vitally interested in helping out-of-school activities which support and supplement the efforts of this school district.

School facilities are often useful in carrying on the activities of various non-school organizations. Since many constructive educational activities take place outside the classroom, the administration should do as much as possible to encourage and aid the commendable efforts of many parents and citizens who work with youth to attain objectives which are similar to the goals of this school district.

Procedures for Use of School Facilities

Application

All organizations must make application in writing on a provided application form to the superintendent's office at least ten (10) days prior to the date of the meeting requested.

If the organization's request is one with regularly occurring dates, approval may be given for the entire schedule. Should a conflict develop with a school activity, the school district reserves the right to cancel the permission granted or to require a change to a mutually satisfactory date and time.

Although application by a minor is not acceptable, this does not prohibit the use of school premises by them, provided the application is made by a competent adult who will supervise and be responsible for the group.

Permitted Use

Permission for use of school facilities belonging to this school district may be granted to educational, political, literary, cultural, religious, scientific, civic or recreational organizations for purposes and programs which:

1. Are beneficial to the youth of the school district and to the programs of the school district; and
2. Do not result in an increased monetary burden on the citizens of the school district.

Priority Use

The superintendent or his/her designee is to determine whether the proposed use of the building will conflict with scheduled school programs and is to monitor the building for signs of misuse or abuse.

Prohibited Use

School facilities will not be used for:

1. Meetings which promote subversive teachings and doctrines contrary to the spirit of American institutions;
2. Activities tending to cause unrest in the community or which reflect upon or promote discrimination against citizens of the United States because of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information;
3. Any activity that may be destructive or injurious to the buildings, grounds or equipment; or
4. Any purpose in conflict with school objectives.

Payment in Advance

All payments for the use of school facilities must be received at the office of the superintendent at least 72 hours in advance of the meeting time.

Responsibility of Applicant

The applicant and his/her organization will be held responsible for the proper use of the building, for payment for the use of school facilities, for the conduct of persons attending the meeting, and will see to it that activities are confined to the areas requested and to the hours agreed upon in the application. The applicant will indemnify the school district for any theft,

loss or damage to school property over and above normal wear which might be expected from his/her use thereof, and will make prompt payment for such theft, loss or damage. An indemnity bond or a deposit may be required if circumstances warrant. It is required that users of school facilities will see that the activities are conducted at all times under competent adult supervision. The superintendent or his/her designee will be the judge of unwarranted damages to the school property.

All rooms or areas will be left in as good condition as they were found, except the usual accumulation resulting from normal building use. No applicant may sublet any part of the building area named in the application request. All applications for repetitious use of the school facilities will be renewed at the beginning of each school year and are subject to review by the superintendent.

Users of school property must assume responsibility for the safety and protection of the audience, workmen and participants to the extent required by law. The superintendent has the right to require minimum limits of public liability and property damage insurance for all groups using any school facility, and to require that there be evidence presented to the superintendent in the form of a certificate of insurance, showing Independent School District No. 1004 Frontier of 52 Noble County, Oklahoma, as an additional named insured.

Time Limits

The superintendent of schools shall approve times for all meetings on school property.

Cancellations

Requests for cancellation of the use of school facilities must be received at least 24 hours in advance of the meeting time. Failure to do so will obligate the applicant and his/her organization to pay for all custodial and such other expenses as are incurred in opening the building for his/her use.

Cancellation of permission may be ordered whenever such action is deemed in the best interest of the school district. However, such cancellations will not be made except when unforeseen emergencies arise, and then with as much advance notice as possible. Permission may be canceled by the superintendent if conduct or infraction of regulations warrant.

Holidays

As a general rule, school properties will not be available for use by outside organizations on school or national holidays. Should one or more meetings approved as a series of meetings fall on such days, such meeting dates will be automatically canceled for these days only. The superintendent may, in his/her best judgment, authorize limited exceptions to this rule for good cause shown.

Non-School Days

School facilities will be available on non-school days, such as weekends and summer months, provided proper application is made and approved by the superintendent and

provided such use is not a conflict with use of the facilities by school organizations or students.

Charges

Charges made for use of school facilities are not rentals as that term is generally used, but are based on the cost of operating expenses that would not otherwise have been incurred, such as utilities, supplies, maintenance of facilities, custodial and cafeteria services, as well as clerical services necessary to process each application. Such reimbursement charges are subject to change as the superintendent may deem necessary. With prior permission of the board of education, a fee in excess of operating expenses may be charged to a facilities user if such user is using school property as a part of a profit-making operation. Such fee will be set by the board of education after recommendation of the superintendent.

Building Use Without Charge

School organizations such as student organizations, school employee groups and educational organizations, such as the OEA, school board organizations, etc., are granted building use without charge as long as such use does not conflict with regular school sessions.

No fee will be assessed against school-affiliated and youth-serving organizations for their regularly scheduled meetings, including but not limited to:

1. Parent-Teacher Association, booster clubs, band parents--monthly meetings (afternoon or night);
2. Cub Scouts--monthly pack and committee meetings (night);
3. Girl Scouts--weekly afternoon meetings and one monthly night meeting; and
4. Camp Fire Girls--weekly afternoon meetings and one monthly night meeting.

Other groups may present information to the Superintendent so that he/she can establish whether they are school-affiliated and youth-serving organizations for whom fees will be waived for periodic meetings. If there should be additional meetings of the above-mentioned or other school-affiliated and youth-serving organizations, they will be charged for custodial services and/or cafeteria employee services as required, according to the regular fee as determined by the superintendent.

Organizations which qualify for use of meeting space without charge on weekdays will be charged regular rates for meetings held on Saturdays and Sundays, for weekday meetings which extend beyond 11:00 p.m., for use of recreational facilities such as gymnasiums and for all fund-raising activity meetings.

Custodial Care

A school custodian is assigned for continuous duty during the time the group will be using the school facility. The custodian will return to open the building prior to the time set for the meeting, arrange the requested facilities and serve as the official representative of the school district. No one except the qualified custodian will be allowed to operate or adjust equipment in the building. Upon conclusion of the meeting the custodian will clean, properly arrange the facilities and carefully inspect the premises before locking the building. For situations in which the meeting does not materialize and has not been previously canceled, the custodian will remain on duty for one hour after the requested starting time of the meeting and, if no word is received within that period indicating a later starting time, he/she will lock the building.

Custodians are instructed not to open any areas other than those required in the application. Additional space may be arranged by filing an additional application. Emergency needs may be requested by telephone.

Security

Uniformed officers must be on duty when so directed by the superintendent.

Alcohol, Drugs, Tobacco and Dangerous Weapons

The use or possession of alcoholic beverages or controlled substances (drugs) will not be permitted on school property. Organizations using school property for any purpose are expected to comply with district policy concerning the use of tobacco.

Dangerous weapons, including but not limited to firearms, are prohibited on school property, although non-student individuals who are either (a) over the age of twenty-one or (b) over the age of eighteen (18) who is a member or veteran of the U.S Military, may possess a firearm in the parking lot and may store that weapon in their vehicle in accordance with Oklahoma law. If the firearm is left unattended in parking lot, it must be hidden from view in a locked vehicle.

Individuals who have received prior permission from the principal may possess an inoperable weapon on the premises for participation in a school program, as long as the weapon remains inoperable while at school and the individual uses the weapon in accordance with the permission granted.

Athletic Activities

Permission for athletic activities involving the use of school facilities by non-school groups will be granted. Such groups may not use the apparatus and other special athletic equipment belonging to the school. Practice sessions will be allowed non-school groups provided such sessions do not involve the presence of spectators.

In those instances where team competition is involved, it must be clearly understood that no team sponsored by an organization other than the schools will be identified by name as representing any school in this district.

Apparatus and Equipment

Requests to use public address systems, projection equipment and screens, spotlights, stage sceneries, pianos and so forth will be included in the application. The costs of transparencies, gelatins, special scenery, and special lighting effects are to be paid by the using groups. All such equipment and properties will be operated, moved and controlled only by persons specifically designated by the principal.

As a precaution against fire, no request will be granted for the use of lighted candles or other actual flame equipment in connection with building usage.

Classroom apparatus, such as shop, science, physical education, home-making, music, business education, art laboratory, data processing equipment and athletic equipment which is regularly used for school instruction will not be available for use by non-school groups.

School equipment is not available for use off school premises unless it is beneficial to the district in carrying forward its programs.

Cafeterias

Use of cafeterias will be granted with or without use of kitchen facilities. No organization will have access to the cafeteria kitchen area unless the cafeteria manager is present and in charge, together with such additional paid help from the cafeteria manager's staff as may be required. In planning an event which will use the cafeteria kitchen equipment, the area dietitian, the cafeteria manager, and whatever number of helpers they deem necessary, must all be involved in the planning, operation and supervision of such project. Because of the food supplies and expensive equipment, and because of the rigid requirements of health and sanitation authorities, the use of cafeteria facilities must be under the direct control of the cafeteria department.

Refreshments will be served only in cafeterias, unless other areas have been approved in writing by the principal.

Parking Lots

Parking lots are provided with the use of most school buildings. If use of only a parking lot is desired, application will be made as for use of any school facility. Parking areas are not reserved exclusively for groups using school buildings. Playgrounds will not be used for parking.

Use of School Buses

School buses may be used for "summer youth activities" as approved by the State Department of Education whenever such equipment is not available from commercial firms in the area, and whenever such use is beneficial to the youth of the district, provided such youth groups are adequately supervised by adults and provided further that all costs for such operations, including any damages to equipment and usual wear and tear, are defrayed by the using group. Only legally qualified drivers may drive school buses.

Use of School Grounds and Recreational Facilities

School grounds will be made available to the general public at times when they are not being used for school purposes. The general public has a responsibility not to cause damage to the property or become a nuisance to adjoining property owners and others in the neighborhood.

The board realizes that each case should be dealt with separately. However, the following regulations will serve as a guide:

1. School playgrounds may be used by organized athletic leagues when not in conflict with school programs, upon approval of application to use such facilities;
2. Approval of such application does not include uses of any building facilities. Application for use of restrooms may be made subject to advance payment of a standard charge;
3. No automobiles, motor scooters, motor bikes or other such licensed vehicles are to be driven on the playgrounds;
4. Sporting activities will be permitted as long as there is no damage to neighboring or school property; and

Use of School Buildings in Times of Emergency

At times when the district's facilities are already open, school buildings will be available to community members for shelter in the event of severe weather. Any individual wishing to seek shelter during an emergency weather situation must report to the principal's office.

Church Services

Church services by established religious groups may be scheduled in school facilities on a temporary basis due to emergency situations or to early organizational efforts of such groups to build or expand a church facility. Under no circumstances will such usage be beyond one (1) calendar year from first usage.

Concessions

Concession rights at all school facilities are reserved for this school district. These may be assigned to school organizations upon request or may be contracted by outside vendors.

Interpretation of the Policy and Procedures

The superintendent shall interpret and enforce all provisions of this policy and procedures. The superintendent's interpretation shall be final unless at least two board members direct that the issue be brought to the board of education for review.

OPEN GYM

The district seeks to allow students and patrons as much access as is reasonably possible to the district's facilities. Accordingly, the board has approved the following guidelines to govern after hours use of the district's facilities.

Open Gym Hours

The district's gyms, weight rooms, and other related facilities will be open for students and patrons on Sunday and Wednesday from 6:30 to 9:00. This open gym time is supervised by a designated district employee. In the event an employee is not available to open, supervise and close the facilities, the facilities will not be open.

The district is not responsible for accidents occurring during open gym hours.

Regularly scheduled practices for non-school groups will not be scheduled during open gym hours, except where a conflict in scheduling is unavoidable.

Restrictions on Use

Access to the gym requires good behavior, adherence to district policies, and obedience to authority. Individuals, regardless of age, who abuse this privilege, may be restricted from use of or presence at the gym. Such restrictions may be short or longer periods based on behavior. Individuals who cause damage to facilities or equipment are responsible for the full cost of repairs or replacement of property, equipment, or other items.

Non-School Athletics

Non-school groups may use the district's facilities for practices, games or other activities in accordance with the district's facilities use policy.

Athletic Director Approved Gym Use

The district's Athletic Director may permit head coaches to approve individual unsupervised use by student athletes of a gym at times when the gym is not otherwise open. In such instances the key must be picked up from the coach just prior to the use and returned immediately following the use. Each student who seeks to use the gym at times when the gym is not otherwise open for public use must have a permission and *Waiver & Release Form* signed by the student and parent/guardian allowing for use and affirming personal liability for any damages to property or equipment or other losses attributable to the use. No more than 4 students at a time will be permitted to use the gym without supervision by either a district employee or approved parent volunteer. Head coaches shall maintain a list of all individuals to whom a key was provided including the date, time the key was picked up and time key was returned.

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SALE OF SCHOOL DISTRICT SURPLUS PROPERTY

Real Property

When district-owned real estate is no longer needed for public school purposes, the Board of Education may declare the property to be surplus to the needs of the district. Following such a declaration surplus real estate may be sold at any time using the following procedure:

1. Prior to requesting bids for a property, the School District will have the property appraised by at least two (2) disinterested, qualified independent appraisers chosen by the superintendent of schools. If the superintendent deems it appropriate additional appraisals may be obtained. All appraisals will be confidential until after the property is sold. When the property is sold, all appraisals will be made available for public inspection. Any appraisal must be made within six (6) months of the date on which the property is offered for public bid.
2. The superintendent will prepare a notice to bidders advising that sealed bids for the purchase of a property will be received by the district at a time and place designated in the bid notice. The bid notice will require each bidder to state, in his or her bid, the intended use of the property. This use may be a factor in determining the successful bidder.
3. The bid notice will be published at least ten (10) days prior to the bid opening in at least one (1) issue of a newspaper of general circulation in the county in which the property is located. The bid notice may be published in additional newspapers or advertised by additional means at the discretion of the superintendent or by direction of the Board of Education.
4. The bids will be opened at the time and place specified in the bid notice and the bids will be referred to the Board of Education for acceptance or rejection. The Board of Education will reserve the right to reject any and all bids or to accept any particular bid.
5. Surplus real estate will not be sold at private sale unless the real estate has first been offered for sale by public sale or public bid and all such bids have been rejected.
6. Surplus real estate will not be sold at a public sale for less than 75% of the appraised value as determined by averaging the property appraisals.

7. Any conveyance of real estate by private sale to a non-profit organization, association, or corporation to be used for public purposes, unless for exchange, will contain a reversionary clause which returns the real estate to the district upon cessation of the use without profit or for public purposes by the purchaser or the assigns of the purchaser.

Personal Property

District owned personal property, other than real estate, is considered school personal property (equipment, furniture, etc.). When district-owned personal property is no longer needed, the board may declare the property to be surplus to the needs of the district. Following such a declaration, surplus personal property may be disposed of using the following procedure:

1. The board must declare the property surplus during a regular or special board meeting. The meeting agenda (or an attachment to the agenda) must contain a description of all property to be declared surplus.
2. After the board has declared the property surplus, the superintendent is authorized to use the most economical and beneficial means to dispose of the property. These methods may include sale (public auction, written bids, online services, etc.), trade, salvage/scrap, discard, or any other means the superintendent determines to be appropriate based on the condition of the property and the totality of the circumstances. If property is sold or traded, the district must receive reasonable compensation.
3. The superintendent or designee will maintain records regarding disposition of surplus property for five years from disposition of the property.
4. Surplus computers, copiers, and other electronics that store data must be either electronically wiped clean or have the hard drive destroyed so that any sensitive or confidential information (social security numbers, health information, personal identification information, school financial information, licensed software, etc.) cannot be recovered from the equipment.
5. Partner school districts may be given an opportunity to take any needed surplus personal property.
6. School board members (and their second-degree relatives) are prohibited by state law from purchasing property from the district.
7. District employees (and members of their immediate families) who recommend that property be declared surplus are prohibited from obtaining the surplus property either directly or indirectly.

Reference: Okla. Stat. tit. 70 § 5-117(11);
Okla. Stat. tit. 60, § 812

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ASBESTOS INSPECTION

In accordance with the federal Asbestos Hazard Emergency Response Act (AHERA), Frontier Public Schools has identified all asbestos materials present within the district and has developed appropriate plans related to asbestos within the district. The District complies with all AHERA regulations, including periodic public advertisements and walk-through inspections. The district has selected Maintenance Supervisor to be its “AHERA Designated Person” for each site within the district. The AHERA Designated Person can be contacted at (580) 723-4361.

All required documentation for an individual site is on file and available for inspection in the building principal’s office. A copy of the documentation for each site in the district is on file in the superintendent’s office.

Reference: 15 U.S.C. § 2643

BUILDINGS AND GROUNDS MAINTENANCE

The Frontier Board of Education believes that adequate maintenance of buildings, grounds and property is essential to efficient management of the District.

The board directs a continuous program of inspection and preventative maintenance of school buildings and equipment.

The director of maintenance shall develop and implement a maintenance program that will include:

- A regular program of repair and conditioning;
- Critical spare parts inventory;
- An equipment replacement program; and
- A long-range program of building modernization and conditioning.

The director of maintenance shall develop such guidelines as may be necessary for the maintenance and repair of the physical plant.

The director of maintenance shall develop a checklist that will be applicable to all buildings in the District. Each building principal, in conjunction with the maintenance director, shall conduct a physical inspection of the building on a monthly basis and submit a written report to the superintendent.

The director of maintenance shall report to the board regarding the current maintenance and improvement program.

**USE OF BUSES FOR
OTHER THAN REGULAR TRANSPORTATION OF PUPILS**

School buses may be used for activity trips, extra-curricular activities and any field trips. Requests for transportation vehicles for those purposes should be made one week in advance.

1. Requests for a bus will be presented to and approved by the director of transportation.
2. Activity sponsors, teachers and coaches are responsible for picking up litter or trash at the conclusion of each activity trip.
3. Any person using School District equipment or vehicles for personal use may be subject to disciplinary action, which could include termination or dismissal.

LOANING OF SCHOOL EQUIPMENT

Loaning of school equipment is prohibited by all school employees, other than the superintendent. When a staff member is requested by individuals or groups to loan District-owned equipment, such individuals or groups will be referred to the superintendent.

Individuals or groups borrowing school equipment will sign a request form stating:

1. The item and quantity borrowed;
2. When the borrowed item or items will be returned;
3. The condition of the item or items borrowed;
4. An assurance statement that the borrower will reimburse the District for any damages incurred while the item or items are on loan; and
5. An assurance that the borrower will accept the superintendent's appraisal of the dollar value of the damages incurred while on loan.

SCHOOL KEYS

Employees will only be issued a key to school facilities after written request to the superintendent's secretary and upon approval by the superintendent or his/her designee.

The superintendent's secretary is responsible for maintaining a key inventory, including the employee's name, date the key was issued, date the key was returned, and the access the key provided.

All keys must be promptly returned to the superintendent's secretary:

- When no longer needed
- At the end of the employee's contract or other separation from employment
- When an administrator or supervisor deems necessary

Employees are responsible for any key issued to them. Keys which are lost or stolen will be charged to the employee at the rate of \$20.00 per key in addition to a re-keying fee of \$15.00 per lock which has to be changed.

Employees are expressly prohibited from copying school key, having school keys copied, or sharing a school key with any other individual.

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INVENTORIES

Inventories must be maintained by all personnel of the Frontier Public Schools should it become necessary to file claims arising from fire, theft or storm damage.

A separate furniture and equipment list must be used for each room of the building, listing all items of furniture and equipment that are movable or portable.

Building inventories are the responsibility of the principal. Classroom inventories are the responsibility of the teachers.

Furniture and equipment inventories must be submitted to the central office by June 1 of each school year.

SMOKING, VAPING, AND THE USE OF TOBACCO PRODUCTS

The board is dedicated to providing a healthy, comfortable, and productive environment for staff, students, and citizens. The board believes that education has a central role in establishing patterns of behavior related to good health and that measures are necessary to help its students to resist tobacco use. The board is concerned about the health of its employees and also recognizes the importance of adult role-modeling for students during formative years. Therefore, the board shall discourage the use of tobacco products by its staff and students. The district will refer employees, parents/guardians, family members, and students (13 and older) interested in quitting tobacco use to the Oklahoma Tobacco Helpline and other available cessation resources. The District will promote the Oklahoma Tobacco Helpline to ensure awareness of the statewide services that are available.

Tobacco on Campus

Smoking and the use of tobacco products or vapor products in any form is prohibited on district property by all persons. This prohibition includes school buildings, grounds, parking lots, personal vehicles and school-owned vehicles. Possession of tobacco products or vapor products by students on school property is prohibited.

This policy applies to employees of the District, students, visitors and any other person present on District property. This policy also applies to all District facilities including stadiums. This policy is in effect 24 hours per day, 7 days per week.

Students are prohibited from possessing Tobacco Products or Vapor Products on District property and at any off-site, school-sponsored meeting or event, including, but not limited to, field trips and athletic events.

Ash receptacles, such as ash trays or ash cans, are not permitted on District property.

The District will not accept donations of gifts, money or materials from the tobacco industry. The District will not participate in any type of services, events, or programs that are funded by the tobacco industry.

Marijuana on Campus

Smoking, vaping, or possessing marijuana (as defined in Board of Education Policy, *Medical Marijuana, Hemp & Cannabidiol (CBD)*) on District property is strictly prohibited. Refer to the District's policy on *Medical Marijuana, Hemp & Cannabidiol (CBD)* for further information.

Posting Signs Pursuant to this Policy

At or near each entrance of every district building the following sign shall be conspicuously posted: Tobacco or Marijuana Smoking or Marijuana Vaping is Prohibited.

Definitions

“School property” means any property that is owned, leased, managed or otherwise controlled by the District, including vehicles and any outdoor property, such as sporting facilities and parking lots.

“Tobacco products” includes, but is not limited to: cigarettes, cigars, loose tobacco, rolling papers, chewing tobacco, snuff, matches, and lighters.

“Vapor product” includes noncombustible products that may or may not contain nicotine, that employ a mechanical heating element, battery, electronic circuit or other mechanism, regardless of shape or size, that can be used to produce a vapor in a solution or other form. “Vapor product” shall also include any vapor cartridge or other container with or without nicotine or other form that is intended to be used with an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or similar product or device and any vapor cartridge or other container of a solution, that may or may not contain nicotine, that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo or electronic device. “Vapor product” does not include any products regulated by the United States Food and Drug Administration under Chapter V of the Food, Drug and Cosmetic Act

“Smoking” means the carrying by a person or having access to a lighted cigar, cigarette, pipe or other lighted smoking article. Smoking also includes using products which mimic or simulate smoking behavior, regardless of whether such products actually contain tobacco. This prohibition includes but is not limited to vapor products as defined in this policy.

24/7 Tobacco-free campus is defined as a campus where tobacco use is prohibited anywhere, at any time, and by any person. This extends to school vehicles and school-sponsored or school-sanctioned events, including those held off-campus.

Enforcement

The success of this policy will depend upon the thoughtfulness, consideration, and cooperation of smokers and non-smokers. All individuals on school premises share in the responsibility for adhering to and enforcing this policy. Any individual who observes a violation on school property may report it in accordance with the procedures listed below.

Students

All students will receive instruction on avoiding tobacco use.

Any student using, possessing or distributing tobacco products or vapor products in violation of this policy will be subject to appropriate disciplinary measures, including out-of-school suspension, pursuant to the board’s policies regarding student discipline.

Students found in violation of the policy will have their parents contacted for a first violation. A second offense could include disciplinary action. The school administrator will confiscate the prohibited Tobacco Product or Vapor Product. Information about the Oklahoma Tobacco Helpline will be provided to the student in violation of this policy in order to provide a resource for tobacco cessation.

Staff

The District will communicate and promote the available tobacco cessation benefits and insurance coverage for employees to all prospective employees, new employees at the time of hire, and all existing employees on an annual basis.

Any violation of this policy by staff will be referred to the appropriate supervisor. One written warning will be issued to the staff member with a copy placed in his or her district personnel file. Further violations will be considered willful neglect of duty and will be dealt with accordingly based on established policies and procedures for suspension, demotion, dismissal and non-renewal of staff.

Employees who violate the policy shall be subject to disciplinary action in accordance with the employee bargaining agreements and/or the District's faculty handbook. Information about the Oklahoma Tobacco Helpline will be provided to staff members in violation of this policy in order to provide a resource for tobacco cessation.

Citizens

Citizens who are observed smoking or using tobacco products or vapor products on district property in violation of this policy will be asked to refrain from using these products on school property. If the individual fails to comply with the request, his or her violation of policy may be referred to the building principal or other district supervisory personnel responsible for the area or program during which the violation occurred. The supervisor shall make a decision on further action which may include a directive to leave school property. Repeated violations may result in a recommendation to the superintendent or board of education to prohibit the individual from entering district property for a specified period of time. If deemed necessary by the school administration or the board of education, local law enforcement officials may be called upon to assist with enforcement of this policy.

Reference: 70 O.S. §§ 1210.212, 1210.213

**INTERFERENCE WITH THE
PEACEFUL CONDUCT OF SCHOOL DISTRICT ACTIVITIES**

The superintendent or anyone designated by the superintendent or the board of education to maintain order in the school district shall have the authority and power to direct any person to leave school district property or any school activity when students are present, who is not a student, officer or employee thereof, and who:

1. Interferes with the peaceful conduct of activities on school district property;
2. Interferes with the peaceful conduct of school activities off school property when students are present;
3. Commits an act that interferes with the peaceful conduct of activities on school district property;
4. Commits an act that interferes with the peaceful conduct of school activities off school property when students are present;
5. Enters school district property for the purpose of committing an act that may interfere with the peaceful conduct of activities on school district property;
6. Enters non-school district property when students are present for the purpose of committing an act that may interfere with the peaceful conduct of school activities

For purposes of this policy, the term “interferes with the peaceful conduct” includes, but is not limited to, actions that directly interfere with any student activities, classes, study, student or faculty safety, housing or parking areas or extracurricular activities or any lawful activity ; threatening or stalking any person; damaging or causing waste to any property belonging to another person or the school district; or direct interference with administration, maintenance or security of property belonging to the school district.

Any person to whom this policy applies, who fails to leave a premises as directed or returns within six (6) months thereafter, without first obtaining written permission from the superintendent or anyone designated by the superintendent or the board of education, shall be guilty of a misdemeanor.

Appeal Process

After receiving a directive to leave the premises under this policy, the person issued the directive may request reconsideration by taking the following steps:

First Level of Appeal

The person may request review of the initial decision by letter to the superintendent. If no written request is received within five (5) calendar days of the person's receipt of written notification of the directive to leave the premises, the directive will be final and nonappealable. If the superintendent issued the initial directive to leave the premises, the person issued the directive may proceed directly to the final level of appeal.

Final Level of Appeal

The person may request review of the superintendent's decision by letter to the superintendent or the clerk of the board of education. If no written request is received within five (5) calendar days of the person's receipt of the superintendent's written notification of his or her decision, the superintendent's decision will be final and nonappealable. The person will be notified in writing of the date, time and place of the board meeting at which the decision will be reviewed. The Board's decision will be final and nonappealable.

The superintendent or person who issues the directive to leave the premises will give the person to whom the directive is issued a copy of this policy within a reasonable amount of time after issuing the directive. During any appeal process, the person given the directive to leave the premises must remain off school property and away from school activities, whether on school district property or not, unless the superintendent, in writing, instructs that the directive is to be stayed pending the appeal process.

DISTRIBUTION OF MATERIALS

In order to ensure student safety and the orderly operation of the school, non-school materials (fliers, booklets, magazines, buttons, announcements, signs, etc.) will only be distributed to district students under limited circumstances. All school sites will provide notice of the proper procedures for the distribution of materials. Permission to distribute materials is not an endorsement of the content of the materials either by the individual granting the permission or the board of education.

This policy does not apply to official school publications, such as yearbooks or student newspapers, and does not apply to signs posted for events such as STUCO elections.

Authorized Groups

Authorized Groups include district recognized parent-teacher organizations and school sponsored student organizations, programs, and activities. These Authorized Groups may distribute materials to students in any grade as long as these materials are related to the Authorized Group's mission.

Other Individuals and Groups

Other Individuals and Groups (Others) may not distribute materials directly to students younger than 9th grade. Others may distribute materials directly to students at the high school level with the superintendent's prior approval. Others may also request that the district distribute materials to students in any grade by contacting the superintendent. The superintendent has final authority in determining whether the materials are appropriate for distribution and the terms and conditions for the distribution. The following criteria will be used in the superintendent's consideration of the request:

- Materials which are of educational value to students should be considered for distribution;
- Materials which provide notice of a community service or event likely to be of value to students and families may be considered for distribution;
- Materials which are of a political or commercial nature will generally not be considered for distribution, unless there is a compelling reason that the material should be distributed;
- Materials which are inappropriate for the education environment will not be considered for distribution, including materials which:
 - Are obscene to minors - (a) material which, taken as a whole, lacks serious literary, artistic, political or scientific value for minors and, (b)

when an average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to an obsessive interest in sex by minors of the age to whom distribution is directed;

- Are libelous - a false and unprivileged statement about a specific individual which tends to harm the individual's reputation;
- Are vulgar, lewd or indecent - material which, taken as a whole, an average person would deem improper for presentation to minors because of sexual connotations or profane language;
- Display or promote unlawful products or services - material which advertises or advocates the use of products or services prohibited by law from being sold or provided to minors;
- Defames any group - material which disparages a group or a member of a group on the basis of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information – including racial and religious epithets, “slurs,” insults and abuse;
- Disrupts school operations - material which, on the basis of past experience or based on specific instances of actual or threatened disruptions relating to the written material in question, is likely to cause a material and substantial disruption of the proper and orderly operation of school activities or school discipline.

If distribution is approved the superintendent or his/her designee shall designate the appropriate time, method, and location of distribution of the materials.

Students

Students may distribute materials at building entrances and exits 30 minutes before the start of the school day and 30 minutes after the conclusion of the day, and in the cafeteria during lunch periods. Students may also distribute materials at the entrances and exits of school facilities (gyms, stadiums, auditoriums, etc.) when those facilities are being used for a school sponsored activity.

The content of any student distributed materials must be appropriate, as outlined above.

Students may not distribute the materials in a manner which is disruptive, and may not pressure or force individuals to accept materials.

Students who distribute materials are responsible for removing all discarded and leftover copies from the facilities prior to leaving the premises after distribution.

Students who violate this policy shall be subject to disciplinary action in accordance with the district's policies on student behavior.

Information Tables at Open House Events

The superintendent may, but is not required, to designate an open house event up to one (1) time per semester to allow Authorized Groups and Others to set up information tables and meet with parents and students. Authorized Groups may also have additional opportunities and preferential locations for providing materials and information to parents and students. Others will not be excluded solely because of political, religious, or philosophical beliefs.

FRONTIER PUBLIC SCHOOLS BOARD OF EDUCATION POLICY	<i>School Property</i> Adopted: September 13, 2018 Revised: July 30, 2020
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ADVERTISING IN DISTRICT MEDIA AND AT DISTRICT FACILITIES

Purpose

The board of education has adopted this policy to align advertising in school-sponsored or District-sponsored publications and school or District facilities with the District's educational mission.

The District encourages the use of advertising revenue from businesses and individuals to advance and enhance the educational mission of the District. The District reserves the right to deny advertising space to any business and/or individual who seeks to promote activities or products contrary to the District's mission. Advertising is prohibited in classrooms and on buses.

Publications

School-sponsored publications include, but are not limited to, school newspapers, news-magazines, and yearbooks. The purpose for accepting commercial advertising in school-sponsored publications is to raise revenue in order to finance the publications and to impart journalistic management skills to the District's students.

District-sponsored publications include, but are not limited to, athletic and fine art event programs and other publications deemed appropriate by the Superintendent, which are distributed as a service to inform school employees and/or patrons of the District's educational mission and school-related sporting and fine art events. The purpose for accepting advertising in District-sponsored publications is to raise revenue to defray the costs in publishing these school-related publications.

Television Advertising

The District shall not allow advertising on its public TV channel or offer its TV channel to third parties for commercial purposes.

No Public Forum

School-sponsored and District-sponsored publications do not create a public forum or a designated public forum available to anyone as an advertising or speech forum. It is the intention of the District to maintain advertising space in school-sponsored and District-sponsored publications as nonpublic forums.

All advertising must be approved prior to the publication's printing. Advertising submitted for District-sponsored publications must be approved by the supervising District

administrator. Advertising submitted for school-sponsored publications must be approved by the supervising school administrator.

The following advertisements will NOT be accepted for District-sponsored or school-sponsored publications:

- Advertisements which can reasonably be construed as pornographic, as defined by local community standards or that are obscene, vulgar, or lewd.
- Advertisements which are libelous, racially offensive, religiously offensive, or discriminatory, demeaning or harassing on the basis of sex or any other protected category.
- Advertisements which promote hostility, disorder, or violence.
- Advertisements which are contrary to the educational mission of the District.
- In an effort to maintain neutrality on controversial issues, advertisements which promote, favor, or oppose controversial political or societal issues.
- Advertisements which promote a partisan position on a candidate for public office or promote a partisan position on a bond or budget issue or any public question to be submitted at any election.
- Advertisements which proselytize or espouse religious beliefs or exhort affiliation with any religious organization or religious belief. This restriction does not prohibit religious organizations from advertising their name, address and non-proselytizing messages.
- Advertisements which use any District or school logo without prior approval.
- Advertisements which interfere with existing District marketing programs or any existing District contracts.

Advertisements for any of the following will not be accepted:

- X-or R-rated movies
- Tobacco products
- Alcoholic beverage products, including low point beer
- Medical marijuana products, dispensaries, processors, growers, or other marijuana-related businesses.
- Drugs or drug paraphernalia
- Firearms or other dangerous weapons
- Birth control products or information
- Gambling
- Tattoos and body piercings

Additionally, advertising of food and beverages must comply with the District's policy on *Wellness*.

Fees to be charged for commercial advertising in school-sponsored and District-sponsored publications are within the discretion of the supervising school administrators and the supervising District administrators, respectively. Similarly, advertising copy deadlines, restrictions on advertisement size, total advertising space, etc., are within the discretion of the supervising administrators.

Advertising on Athletic Facilities

Individual schools (in consultation with the District's Director of Athletics/Activities) may allow advertising on signs on available space at District athletic facilities. All signs at a particular location will be of uniform size, and uniform rates will be charged according to the size of the sign. If the school provides the materials for the sign, the painting of the advertisement language and designs, the sign installation, and sign maintenance, the sign revenue shall be used to defray the operational expense of the school Athletic Department. [If the sign materials, painting, installation, and sign maintenance is provided by a booster club, the sign revenue shall be used by the booster club for its school support activities.]

The school will determine the locations at a facility where signs will be displayed. The school will establish a maximum number of signs for display at each location.

Each proposed advertiser will submit the proposed sign design, color, and the language of the advertisement in advance for approval. No sign will be prepared until it is approved by the advertiser and the school. The posting of signs on school property does not create an advertising or speech forum available to anyone.

Because spectators may perceive a sign on school property to bear the school's or the District's approval of the advertised product or service and associate the school or the District with a particular advertisement and because children of young age attend school athletic events, signs must conform to the requirements and restrictions for advertising in District-sponsored or school-sponsored publications, as stated in the Publications section of this policy.

Advertising on other facilities or property not specified in this regulation shall be subject to approval by the Superintendent or designee.

**POLICY IMPLEMENTING THE
“PATRIOTIC ACCESS TO STUDENTS IN SCHOOLS ACT (PASS ACT)”**

Pursuant to Enrolled House Bill Number 1715 creating the “Patriotic Access to Students in Schools Act (PASS Act)” enacted during the 2017 regular session of the Oklahoma State Legislature, beginning with the 2017-2018 school year, the school district is required to permit use of school facilities by any youth group listed as a patriotic society in Title 36 of the United States Code (“Patriotic Youth Society”).

Under the PASS Act, the District is required to permit, during non-instructional time, a Patriotic Youth Society the use of any school building or property to provide services allowing students to participate in activities provided by the Patriotic Youth Society.

Additionally, the PASS Act requires the principal of each public school to allow representatives of a Patriotic Youth Society the opportunity to speak with and recruit students to participate in their organization during school hours to inform students of how the Patriotic Youth Society may further the students’ educational interests and civic involvement to better their school, communities and themselves. No student shall be required to attend such a presentation and any presentation scheduled during school hours shall occur only during non-instructional periods.

The Patriotic Youth Society shall provide oral or written notice to the principal of a school district site regarding its intent to speak to students during non-instructional periods during school hours, and the principal shall provide oral or written approval of the specific day and time and place for the Patriotic Youth Society to address the students.

Reference: OKLA. STAT. tit. 70, § 5-130;
OKLA. STAT. tit. 70, § 1210.229-7

INTELLECTUAL PROPERTY

The Frontier School District (“District”) respects the intellectual property of others, including students, patrons and employees. The purpose of this policy is to provide the necessary protections and incentives to encourage both the discovery and development of new knowledge and its transfer for public benefit. The ownership rights to all intellectual property that is created in whole or part at the District or under District sponsorship or with the use of District course materials, facilities, funds, equipment or any other resources of whatever nature or kind owned or controlled by the District shall be determined generally as set forth in this policy.

I. Definitions

1. “Author” and “member” are defined as the individual or as part of a group of other “authors” that invents, authors, discovers, or otherwise creates or helps to create intellectual property.
2. “Course materials” are defined as any and all materials prepared for use in teaching, fixed or unfixed, in any form, including, but not limited to, digital, print, audio, visual, or any combination thereof. Course materials include, but are not limited to, lectures, lecture notes, and materials, syllabi, study guides, bibliographies, visual aids, images, diagrams, multimedia presentations, and educational software.
3. “Creator” is defined as being synonymous with and can be used interchangeably with “author” and “member” as used in this policy.
4. “District facilities” are defined to include, but are not limited to, buildings, equipment, and other facilities under the control of the District.
5. “District funds” are defined as funds under the control and responsibility, or authority of the District, regardless of source.
6. “District resources” are defined as all tangible resources including, but not limited to, buildings, equipment, facilities, computers, software, personnel, and funding.
7. “Employee” is, unless there is a written agreement providing otherwise, an individual employed by the District in a full-time or part-time position, including certified and support staff, appointed personnel, persons with “no salary” appointments, volunteers, contractors, persons on an extra duty or supplemental contract.

8. "Intellectual property" is defined as any works, products, processes, tangible research property, copyrightable subject matter, works of art, trade secrets, know how, inventions and other creations the ownership of which are recognized and protected from unauthorized exploitation by law. Examples of intellectual property include, but are not limited to, scholarly, artistic, and instructional materials.
9. "Invention" is defined as all discoveries, conceptions, ideas, improvements, innovations, problem solutions and/or technological developments.
10. "Patent" is defined as both United States and foreign patents and patent applications, and the rights conferred upon the patent holder by applicable law.
11. "Student" is defined as any individual who is attending or who has attended any schools within the District.
12. "Trademark" is defined as any mark that identifies an item of intellectual property or an educational or training service.
13. "Work" is defined as any "original work of authorship fixed in a tangible medium" as used in the federal Copyright Act.

II. Patents

All discoveries and inventions, whether patentable or un-patentable, and including any and all patents based thereon and applications for such patents, which are made or conceived by any member of the faculty, staff, or student of the District, either in the course and/or scope of employment with the District or that is created in whole or part with the use of District course materials, facilities, funds, employees, or any other resources of the District shall be owned by and be the sole property of the District and the member will assign and by participating in any activity which leads to any discovery and invention does hereby assign all of member's rights in and to the discoveries and inventions to the District.

III. Trademarks

The District owns all rights and titles to any trademarks related to any item of intellectual property owned by the District.

IV. Copyright

Except as specifically provided herein, copyright rights to works developed by an employee either in the course and/or scope of employment with the District are the sole property of the District. Ownership of copyrights to works of artistry or scholarship in the creator's professional field such as textbooks, course materials, scholarly papers and articles, software and other computer materials when they are works of artistry or scholarship, novels, poems, paintings, musical compositions or other such works of artistic imagination produced by District employees who have a general obligation to produce such works where the specific choice, content, course,

and direction of the effort is determined by the employee without direct assignment or supervision by the District (“Artistic or Scholarly Works”) shall reside in the creators and the works shall not be deemed "works made for hire" under this policy unless they are also sponsored/contracted works or specifically assigned by the District.

Upon request by the District, an employee who creates an Artistic or Scholarly Work while acting in the course and/or scope of his or her employment or with the use of District course materials, facilities, funds, or any other resources of the District shall grant the District a nonexclusive, free of cost, world wide right and license to exercise all copyright rights in and to such Artistic or Scholarly Work, except the right to commercially display, use, perform, or distribute copies of the Work, unless to do so would impair the ability of the creator to have the Work published or distributed.

V. Authority to Reference District

The District shall have the right and sole authority to determine whether or not to put its name on a work. If so requested by the District, the author agrees to credit the District, in a manner satisfactory to the Board or its designee, in any way to the creation of such work. Similarly, the author agrees upon request to remove any reference to the District in the work.

VI. Marketing Decisions

The Superintendent of the District or his/her designee will be responsible for all marketing decisions involving patentable inventions. This includes all patents to which the District has ownership rights under this policy.

VII. Release of Liability

Any student or employee who creates or participates in the creation of a work in whole or part at the District or under District sponsorship or with the use of District course materials, facilities, funds, employees, or any other resources agrees to indemnify and hold harmless the District against any loss, damage, liability, or expense that it may incur as a result of the preparation, production, or distribution of such work, including but not limited to, any material in such work that infringes or violates any copyright, right of privacy, or any other right of any person, or is libelous, obscene, or contrary to law.

<p style="text-align: center;">FRONTIER PUBLIC SCHOOLS BOARD OF EDUCATION POLICY</p>	<p style="text-align: center;"><i>School Property</i></p> <p style="text-align: center;">Adopted: August 8, 2019</p>
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USE OF SECURITY CAMERAS

Policy Statement:

1. Security cameras may be installed in situations and places where the security of either property or people would be enhanced.
2. When appropriate, cameras may be placed throughout the District, inside and outside of District buildings or vehicles.
 - a. Cameras will be used in a manner consistent with all existing District policies; and
 - b. Camera use will be limited to situations that do not violate the reasonable expectation of privacy as defined by law. Generally, an individual has no reasonable expectation of privacy in public places or common areas, including, but not limited to:
 - Classrooms
 - Offices
 - Hallways
 - Parking lots
 - Cafeterias
 - District owned or leased transportation

Policy Purpose:

1. The purpose of this policy is to regulate the use of security cameras.
2. The function of security cameras is to assist in protecting the safety and property of the District.
3. The primary use of security cameras will be to record images for future identification of individuals involved in criminal activities.

Policy Requirements:

1. The following individual(s) is/are designated to be involved with, or have access to, District security camera data:

Bob Weckstein	Superintendent
Bud Valerius	7-12 Principal
Jera Kiespert	PreK – 6 th Principal
Grant Williams	Technology Director/Network

Charles Sanders Technology Assistant
Scott Tahah Student Behavior Mentor Teacher

Frontier Public Schools
17750 Valley
Red Rock, OK 74651
(580) 723-4361

2. When an incident is suspected to have occurred, the individual designated under paragraph 1 of this section may review the images from the security camera data.
3. No video data may be copied, e-mailed, downloaded or otherwise distributed without prior authorization.
4. An automated log will be maintained documenting access of authorized users to the data stored in the District's video security system.
5. The installation of new security cameras must be approved in advance by the Technology Director. The Superintendent may authorize the use of security cameras when he/she deems the use in the best interest of the District.
 - a. Once approved, new security cameras, except in limited instances approved by the Superintendent, must connect to the District's centralized security system which will be maintained by the IT Department.
6. No employee, student, staff, administrator, media or member of the public is allowed to install or conceal camera devices in or around District property.
7. Any person acting to remove, alter, bypass, disconnect or otherwise affect the operation of any camera or monitor installed in, or around, District property or vehicles without the express prior approval of Technology Director or the Superintendent, or who violates this policy, will be subject to disciplinary or other adverse action including, but not limited to, removal from District property and prosecution.

School Buses and District Vehicles:

In furtherance of the District's School Bus Safety Program, the District may install and operate a video-monitoring system in or on its school buses or bus stop-arms, or contract with a private vendor to do so on behalf of the District for the purpose of recording a violation of the following statutory requirement:

The driver of a vehicle meeting or overtaking a school bus that is stopped to take on or discharge school children, and on which the red loading signals are in operation, is to stop the vehicle before it reaches the school bus and not proceed until the loading signals are deactivated and then proceed past such school bus at a speed which is reasonable and with due caution for the safety of such school children and other occupants. (47 O.S. § 11-705)

In the event the video-monitoring system captures a recording of a violation, appropriate personnel at the District shall extract data related to the violation from the recording. The extracted data shall include a recorded image or video of the license plate of the vehicle, an identifiable picture of the driver's face, the activation status of at least one warning device and the time, date and location of the vehicle when the image was recorded.

For the purposes of this policy, "video-monitoring system" means a system with one or more camera sensors and computers installed and operated on a school bus that produces live digital and recorded video of motor vehicles being operated in violation of subsection A of this section.

The school district shall submit the extracted data for review to the law enforcement agency with jurisdiction in which the violation occurred. If the reviewing law enforcement agency determines there is sufficient evidence to identify the vehicle and the driver, such evidence shall be submitted to the district attorney's office for prosecution.

This policy also provides for the use of security cameras on District buses or District vehicles for disciplinary and security purposes. This policy will support 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 buses or vehicles.

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 District students to or from other schools or events related to such schools or school-related activities.

The use of security cameras shall not place a duty on the District to regularly monitor live camera images and/or video or audio recordings, and it shall not place on the District any additional duty in regard to providing a safe facility.

A security camera will not necessarily be installed in each and every vehicle owned, leased, contracted and/or operated by the District, but cameras may be rotated from vehicle to vehicle without prior notice.

Notification Requirements:

Except in emergency or investigative situations, all locations with security cameras will have signs displayed that provide reasonable notification of the presence of security cameras.

Notification signs shall be placed in conspicuous areas in close proximity to the security cameras. For buildings with interior cameras, this shall include, at a minimum, the placement of signs at all primary building entrances. All such signs shall contain a notification that the cameras may or may not be monitored.

Students and staff will also receive additional notification at the beginning of the school year regarding the use of security cameras in the schools, on District vehicles and school grounds.

Related Policy Information:

1. Security cameras will not record or monitor sound;

2. Recorded security camera data must be retained for a period of at least 14 days unless retained as part of a criminal or civil investigation, court procedure, or other bona fide use;
3. Security camera data is not considered to be Directory Information and may be subject to confidentiality restrictions including, but not limited to, FERPA requirements.
 - a. Requests to release information obtained through security cameras must be submitted to the Superintendent and approved prior to release.

Exclusions:

1. Cameras installed or utilized for criminal and civil investigations are subject to appropriate state and federal laws and are excluded from this policy;
2. Cameras used for instructional purposes are excluded from this policy; and
3. Cameras used for internal personal investigations are excluded from this policy.

Definitions:

Word	Definition
Security camera	Any item, system, camera, technology device, communications device, or process, used alone or in conjunction with a network, for the purpose of gathering, monitoring, recording or storing an image or images of District facilities and/or people in District facilities. Such devices may include, but are not limited to: analog and digital security cameras, close circuit television, web cameras, and computerized visual monitoring.
Security camera data	Images captured by security cameras, which may be real-time or preserved for review at a later date.
Centralized Security System	Core infrastructure maintained by IT for purposes of storing and retrieving images from all security cameras deployed across the District. Infrastructure could include storage resources, such as disk drive arrays, as well as dedicated servers. Servers could perform activities such as storing images for later retrieval, retrieving images for investigation purposes, and maintaining logs of all access to stored security camera data.

Responsibilities:

Role Responsibility

IT Maintains infrastructure for the District’s main security camera infrastructure, including storage space, server systems, and backup resources (as appropriate).

Reference: Okla. Stat. tit. 47 § 11-705

SPONSORING PARENT OR GUARDIAN SECTION (Required):

My student and I received a copy of the Use of Security Camera policy. I understand that I can obtain another copy of this policy at the [INSERT LOCATION—examples: the school principal's office, website, District's education service center, etc.]. I also understand that I can access a full copy of all the District's policies, including this security camera policy, through [INSERT LOCATION—examples: the school principal's office, website, District's education service center, etc.]

I understand that my student may be disciplined, including but not limited to suspension, for failing to comply with District policies and procedures.

Parent/Guardian Signature

Date

This acknowledgment/agreement must be renewed each academic year.