VIDEO AND AUDIO RECORDING/SURVEILLANCE CAMERAS

PURPOSE:

This policy is established by the North Kingstown School Committee for the purpose of monitoring and recording the access and actions on the properties or on transportation vehicles used by of the North Kingstown School District, and at any school related events including, but not limited to, sporting events and field trips. This policy expectation is established with the desire and intent to assure that the learning environment in at each of the District's school buildings is free of unauthorized persons at any time and vandalism is minimized. This policy also has the intent to foster and encourage a positive learning environment.

PHILOSOPHY:

The School Committee recognizes that effective teaching and learning takes place in a safe, secure and welcoming environment and that safe schools contribute to improved attendance, increased student achievement and community support. The School Committee further recognizes that this environment can be best served through setting forth a policy which establishes a secure environment in which surveillance cameras are utilized.

POLICY STATEMENT:

The School Committee believes that reasonable use of surveillance cameras will help the School District achieve its goals for school security. In consultation with the safety committee and relevant staff, the Superintendent or designee shall identify appropriate locations for the placement of surveillance cameras. Cameras shall not be placed in areas where students, staff, or community members have a reasonable expectation of privacy or if it is prohibited by law. Live feeds and recordings shall not be utilized by any persons without the express permission of the Superintendent or his/her designee. Public Safety officials can use recordings and live monitoring in accordance with their official duties and/or as otherwise authorized by law.

Public requests for viewing a recording must be made in writing to the Superintendent or his/her designee and, if the request is granted, such viewing must occur in the presence of the School District's designated custodian of the recording. Under no circumstances will the School District's recording be duplicated and/or removed from School District premises unless in accordance with a court order and/or subpoena.

Any recordings made in School District classrooms or for the purpose of school curriculum, are the property of the School District and anyone duplicating or manipulating or disseminating such recordings must have express authorization from the Superintendent or his/her designee. This includes recordings made by cell phones, video cameras and other electronic devices. Unauthorized duplication, manipulation, dissemination of School District recording by staff, students or administration may result in disciplinary procedures.

The images will not be used for evaluative measures in teacher evaluations.

Signage/Notification Regarding Use of Surveillance Cameras in School Buildings, School Buses and/or on School Grounds:

Appropriate signage will be posted at entrances to the school campus and/or at major entrances into school buildings notifying students, staff and the general public of the District's use of surveillance cameras. The signs shall state, surveillance cameras in use.

Video surveillance footage may be used in disciplinary proceedings and/or may be referred to local law enforcement, as appropriate.

Pursuant to 20 USC 1232(g) (Family Educational Rights and Privacy Act) and Education Code 49061, any recording or image of a student exported from the server and retained by the School District is considered a "student record" and thus is subject to those laws regarding access, disclosure, and retention. In addition, a recording or image of a staff member that may be used in a personnel action is subject to the laws regarding personnel records, including an employee's right to comment on derogatory information placed in his/her file.

To the extent that any images from the district's surveillance system create a student or personnel record, the Superintendent or designee shall ensure that the images are accessed, retained, and disclosed in accordance with law, policy, administrative regulation, and any applicable collective bargaining agreements.

First Reading: 12/9/2008
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