

BOARD AGENDA ITEM

August 27, 2024

SUBJECT:

Policy ECAF Video Monitoring, First Reading

BACKGROUND INFORMATION:

The District's use of video and audio-visual cameras has increased in recent years for security purposes as well as academic and professional reasons. As a result, the District recommends to the Board the adoption of Policy ECAF Video Monitoring, which details the purpose and use of video and audio-visual cameras in schools.

ADMINISTRATIVE CONSIDERATION:

With the increase use of video and audio-visual cameras in schools, the District recommends Policy ECAF Video Monitoring to identify the purpose and use video and audio-visual recordings in classrooms and in schools. In the classroom, recordings allow students who are homebound or home-based to watch livestreamed or recorded instructional lessons. Additionally, recording teachers during instruction offers the use of the recordings for professional learning with other teachers. In the school, security cameras are used to ensure the safety of the students, staff, and visitors before, during and after school hours.

RECOMMENDATIONS:

Adopt Policy ECAF Video Monitoring, First Reading

ATTACHMENT:

Policy ECAF Video Monitoring

PREPARED BY:

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VIDEO MONITORING

Code **ECAF** Issued **9/24**

The Board supports the administration's use of video and audio-visual cameras in accordance with this policy and governing law. Such monitoring will be utilized to foster security and promote student and staff safety, and to facilitate instruction and provide a means of professional development.

Video and audio-visual cameras may be used to monitor and record students, staff, and other persons at district facilities and in and around district buildings on a year-round basis, at any time, whether or not school is in session, and whether or not the facilities and buildings are being utilized by the district.

Neither video cameras nor audio-visual cameras will be used in restrooms, locker facilities, or other areas where students, staff, and/or other persons have a reasonable expectation of privacy.

Students, staff, and other persons are prohibited from the unauthorized use of, and from tampering with or otherwise interfering with, the District's video and/or audio-visual cameras and related equipment.

The purpose of the recording ability is to allow teachers to live stream or record lessons for students who have missed instruction, are homebound or home-based, or for reteaching. The recording also allows administrators and teachers to use the recording for professional development purposes to reflect on their instruction or facilitate collegial professional discussions. The focus of the recording will be on the teacher's instruction.

Custody of video footage

The principal or his/her designee will have custody of and maintain video footage recorded in public spaces. The Director of Transportation will have custody of and maintain video footage recorded on buses. All video footage must be maintained in a secure location to which students do not have access.

Notification

Annually, the district will provide notification to students, parents/legal guardians, and staff that video and/or audio-visual surveillance is being utilized and that recordings may occur.

Signage will be posted outside of any location where video and/or audio-visual cameras may be used in order to provide notice to individuals that they are subject to video and/or audio-visual monitoring and recording.

Access to video footage

Video footage recorded on Board property and buses are the exclusive property of the District.

The District will release or allow viewing of video footage only in certain defined situations, consistent with state and federal law, including the Family Educational Rights and Privacy Act.

Video footage will not be loaned, sold, rented, leased or otherwise made available outside the District without written permission from the Superintendent or his/her designee. A media request for video footage should be routed through the District's public information office.

A parent/legal guardian may request to review video footage of an alleged incident involving his/her child. The principal or his/her designee will determine whether it is appropriate for a parent/legal guardian to view a tape in consultation with the Superintendent or his/her designee and/or legal counsel. If permitted, the principal or his/her designee will be present when the parent/legal guardian reviews the tape. The parent/legal guardian may view only that portion of the tape that pertains to his/her child.

Parents/Legal guardians and others may not duplicate or make any type of recording of any video except with the written permission of the Superintendent or his/her designee.

Video footage will be maintained for a minimum of fourteen days before being recycled or reused.

However, if an incident is reported or a request is made to view or copy video footage, the video footage will be maintained as long as needed, including time for any appeals resulting from disciplinary or other actions.

Utilization

Video footage may be used for legitimate training purposes inside the District.

Original video footage required as evidence in criminal, family or other court actions will be maintained by the manager of safety and security. Video footage used as evidence in a criminal or family court proceeding will be maintained by the Director of Security and Emergency Management for a period of two years.

In the event of an incident resulting in injuries or fatalities, the video footage will be secured as soon as is practicable, sealed in an envelope and submitted to the Director of Security and Emergency Management. The Director of Security and Emergency Management, in consultation with the Superintendent or his/her designee and/or legal counsel, will determine disposition of the video footage.

Video footage that shows potential evidence of criminal activity will be evaluated by the Superintendent or his/her designee and/or the school resource officer for evidentiary value and referral to the appropriate law enforcement agency.

Release of Video to Law Enforcement

Any type of activity detected through the use of video or audio-visual surveillance that might constitute a violation of law will be reported immediately to the appropriate law enforcement agency. Video recordings may be shown to law enforcement or emergency response officials by the district, consistent with applicable laws.

Adopted 9/10/24

Legal References:

- A. United States Code of Laws, as amended:
 - 1. Family Education Rights and Privacy Act of 1974, 20 U.S.C.A. Section 1232(g).