

## **Operational Services**

### **Use of Video Cameras on School Buses**

The Board of Education supports the use of video cameras on school buses as a means to monitor and maintain a safe environment for students and employees. The video cameras may be used on buses used for transportation to and from school, field trips, curricular events and extracurricular events. The contents of the videotapes, both audio and video, may be used as evidence in a student disciplinary proceeding.

#### **Student Records**

The content of the videotapes is a student record subject to Board policy and administrative regulations regarding confidential student records. Only those persons with a legitimate educational purpose may view the videotapes. In most instances, those individuals with a legitimate educational purpose may be Board of Education members, the Superintendent, Assistant Superintendent for Business Services, Transportation Director, Building Principal, Bus Driver and Special Education Staffing Team. A videotape recorded during a school-sponsored trip, such as an athletic event, may also be accessible to the sponsor or coach of the activity. If the content of the videotape becomes the subject of a student disciplinary proceeding, it may be treated like other evidence in the proceeding.

#### **Notice**

The District will annually provide the following notice to students and parents within 15 days after the beginning of the school year:

The Kankakee School District 111 Board of Education has authorized the use of video cameras on District buses. The video cameras will be used to monitor student behavior in order to promote and maintain a safe environment for all students. Students and parents are hereby notified that the content of the videotapes, both audio and video, may be used in a student disciplinary proceeding. The content of the videotapes are confidential student records and will be retained with other student records. Videotapes will only be retained if necessary for use in a student disciplinary proceeding or other matter as determined necessary by the administration. Parents may request to view videotapes of their child if the videotapes are used in a disciplinary proceeding involving their child.

The following notice will also be placed on all school buses equipped with a video camera:

This bus is equipped with a video/audio monitoring system.

Adopted: November 14, 1994

Amended: June 10, 2002

■[Reviewed 2007-08]