

Video Surveillance

The Board authorizes the use of video cameras on district property for the sole purpose of ensuring the safety, health and welfare of all students, staff and visitors to district property, and to safeguard district facilities and equipment. Video surveillance will not be used for the purpose of evaluating or supervising staff and the misuse or violation of this provision is subject to disciplinary action. Video cameras may be used in locations as deemed appropriate and agreed upon by the superintendent and the board.

Students, staff or visitors in violation of Board policies, administrative regulations or building rules relating to safety and security, or who violate civil or criminal laws, shall be subject to appropriate disciplinary action. Referral to law enforcement agencies will be made as appropriate or as required by law.

Video cameras will be placed in areas that present safety and/or security risks to students, staff or property. No cameras will be placed in restrooms, dressing rooms or in individual classrooms. The only exception to this exclusion may be in classrooms containing expensive or high pilferage equipment. The system will be flexible enough to add or delete camera stations. A facility map showing the location of all cameras in a building will be visibly posted in each building using video surveillance and in the district office.

Responsibility for reviewing video tapes shall rest with the building or program administrator and shall be done in accordance with Board policy, administrative rules, and the law.

The district shall notify staff and students through student/parent and staff handbooks that video surveillance may occur on district property.

Video recordings may become a part of a student's educational record or a staff member's personnel record. The district shall comply with all applicable Board policy and state and federal laws related to record maintenance and retention. Audio shall not be part of the video recordings made, reviewed or stored by the district.

Viewing monitors will be located in the main office areas in a manner that the monitoring screens are primarily visible to staff. The recorded video may be reviewed by the building or program administrator when the administrator deems it necessary. The building or program administrator may authorize his or her designee the responsibility to review tapes as directed. When necessary, archived tapes may be shared with law enforcement.

The tapes will be archived up to four weeks then reused (recorded over) unless retained to support a legal action or dispute. Archived tapes will be stored in secure area. No tape may be duplicated without the written permission of the superintendent.

END OF POLICY

Legal Reference(s):

[ORS 30.864](#)
[ORS 192.420 - 192.505](#)
[ORS 326.565](#)
[ORS 326.575](#)
[ORS 332.105](#)
[ORS 332.107](#)
[ORS 336.187](#)
[ORS 342.850](#)

[OAR 581-021-0210 to -0440](#)
[OAR 581-022-1660](#)

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400 - 1427 (2006).
Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2011); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2011).
In the matter of A.O., A Minor (March 28, 1988) (Superintendent of Public Instruction Ruling).

Cross Reference(s):

ECAB - Vandalism/Malicious Mischief/Theft