

Use of School Bus Audio/Video Camera

The placement of camera housings and actual cameras on district buses shall comply with the following:

1. Installation:
 - a. Camera housings shall be located on all regular route buses whenever possible;
 - b. Audio/video cameras shall be rotated among buses on a scheduled basis;
 - c. Routine scheduled camera placement on a bus may be interrupted based upon surveillance need and approval by the superintendent, his designee, and/or the transportation supervisor;
 - d. Changes in camera scheduling may be ordered by the superintendent/his designee, or the transportation supervisor;
 - e. Installation locations of camera housing shall provide the most optimal coverage of students as possible;
 - f. Requests by a driver for special placement on a bus shall be approved by the superintendent, his designee, and/or the transportation supervisor.

2. Student Notice:

Provided annually in the Parent/Student Handbook.

3. Video Tapes:
 - a. Video tapes shall be retained no longer than one year unless needed for retention due to serious student misconduct (vandalism, violent behavior, injury to another or an unlawful act), or legal/liability need by the district or transportation company;
 - b. Video tapes may be viewed by district officials and bus company officials;
 - c. Parents of involved students may view the video tape when deemed necessary by district officials or the transportation designee;
 - d. Bus drivers may view video tapes recorded on their particular bus;
 - e. Video tapes to be retained longer than one year shall be the property of the district;
 - f. The district may release video tapes into the possession of the bus company upon approval of the superintendent or his/her designee.