

SCHOOL DISTRICT NO. 750
COLD SPRING, MINNESOTA

VIDEO RECORDING ON SCHOOL BUSES

Adopted: May 18, 2015

Revised:
Reviewed: May 20, 2019

I. PURPOSE

The transportation of students to and from school is an important function of the school district, and transportation by the school district is a privilege and not a right for an eligible student. The purpose of this policy is to establish a school bus video recording system.

II. GENERAL STATEMENT OF POLICY

The school district believes that video recording student passengers and employees on the school bus will encourage good behavior and, as a result, promote safety. The behavior of students and employees on the bus is a significant factor in the safety and efficiency of school bus transportation. Student and employee misbehavior increases the potential risks of injury. The ROCORI School District supports the official and authorized use of cameras and surveillance equipment throughout the transportation system as part of the district efforts to promote a safe and positive environment, to ensure student safety, to enhance security in the transportation system, and as a tool for district disciplinary processes.

III. PROTOCOL FOR CAMERAS AND SURVEILLANCE SYSTEMS

A. Cameras and Surveillance Equipment Placement

1. Each and every school bus owned, leased, contracted, and/or operated by the school district shall be equipped with a fully enclosed box for placement and operation of a video camera and conspicuously placed signs notifying riders that their conversations or actions may be recorded.
2. A video camera will not necessarily be installed in each and every school bus owned, leased, contracted, and/or operated by the school district, but cameras may be rotated from bus to bus without prior notice to students.
3. Video cameras will be placed on a particular school bus, to the extent possible, where the school district has received complaints of inappropriate behavior.

B. Use of Video Recordings

1. The images and information recorded with authorized systems belong to the ROCORI School District. The information may be stored, at district discretion, with the transportation providers or other designated authorities, but the information belongs to the ROCORI School District. Parents and students will be informed of the use of cameras and surveillance equipment at the beginning of the school year
2. Information and images obtained through authorized processes may be used for District disciplinary purposes and procedures.

- a. A video recording of the actions of student passengers and/or employees may be used by the school district as evidence in any disciplinary action brought against any student or employee arising out of the student's or employee's conduct on the bus.
 - b. Information and images obtained through authorized processes may be used in a legal setting.
3. A video recording will be released only in conformance with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13 and the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g and the rules and/or regulations promulgated thereunder.
 4. Video recordings will be viewed by school district personnel on a random basis and/or when discipline problems on the bus have been brought to the attention of the school district.
 5. The ROCORI School District maintains the information and images for periods of time consistent with appropriate Minnesota statutes and record retention requirements. A video recording will be retained by the school district until relooped or until the conclusion of disciplinary proceedings in which the video recording is used for evidence.

Source: MSBA Policy