

Policy 3235: Video Surveillance

Status: ADOPTED

Original Adopted Date: 09/09/2022 | **Last Revised Date:** 06/06/2023 | **Last Reviewed Date:** 06/06/2023

Video Surveillance

The Board authorizes the use of video cameras on District property to ensure the health, welfare, and safety of all staff, students, and visitors to District property and to safeguard District buildings, grounds, buses, and equipment. The Superintendent will approve appropriate locations for video cameras.

The Superintendent will notify staff and students, through staff and student handbooks or by other means, that video surveillance may occur on District property. A notice will also be posted at the main entrance of all District buildings, and on all buses, indicating the use of video surveillance.

The District may choose to make video recordings a part of a student's educational record or of a staff member's personnel record. The District will comply with all applicable state and federal laws related to record maintenance and retention. The following employees will have access to the system for monitoring, maintenance, and necessary retention: Superintendent/Principal and Technology Coordinator. Responsibilities governing access to the system will be outlined in the employee's respective job description.

All surveillance capabilities shall be implemented in accordance with the Montana Pupil Online Personal Information Privacy Act as required by Policy 3650.

OPTION 1: Video recordings will be totally without sound.

OPTION 2: It is the decision of the District that video recordings will include audio. The Superintendent will notify staff and students through staff and student handbooks or by other means that video surveillance, with audio, may occur on District property. A notice will also be posted at the main entrance of all District buildings, and on all buses, in which video/audio surveillance may occur.

OPTION 3: If video cameras or surveillance equipment utilized in the District includes facial recognition technology, all signs and methods of notification shall include a provision regarding the use of such technology.
