

# Tyrone Area School District

**SECTION: OPERATIONS**

**TITLE: VIDEO/AUDIO SURVEILLANCE  
SYSTEMS**

**ADOPTED: MAY 12, 2015**

<b>816. VIDEO/AUDIO SURVEILLANCE SYSTEMS</b>	
1. Purpose	The use of video and audio recording equipment supports efforts to maintain discipline and to ensure the safety and security of all students, staff, visitors, contractors and others on district property and being transported on district-owned, operated, or contracted school buses or school vehicles.
2. Definitions	<p><b>District property</b> means all property owned or under the direct control of the District.</p> <p>75 Pa. C.S.A. Sec. 102 <b>School bus</b> means a motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of preprimary, primary or secondary school students to or from public, private or parochial schools or events related to such schools or school-related activities.</p> <p>75 Pa. C.S.A. Sec. 102 <b>School vehicle</b> means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary or secondary school students while registered by or under contract to the school district. The term includes vehicles having chartered, group and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children.</p>
3. Authority	<p>18 Pa. C.S.A. Sec. 5704 The Board authorizes the use of video recording on district property and video and audio recording on school buses and school vehicles.</p> <p>18 Pa. C.S.A. Sec. 5704 The Board prohibits the use of audio recording on any District property, school bus or school vehicle that is not being used for a school-related purpose.</p>
4. Delegation of Responsibility	<p>The Superintendent or designee shall manage, control, and audit the use and security of monitoring cameras, monitors, tapes, computers used to store images, computer discs and all other video/audio records.</p> <p>Only individuals authorized by the Superintendent shall have access to video monitors or be permitted to operate the controls.</p> <p>Video/audio recordings that may be relevant to the investigation of any incident or accident may be protected or archived with the consent of the Superintendent. No attempt shall be made to alter any part of a video or audio recording.</p>

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<p>18 Pa. C.S.A. Sec. 5704</p> <p>18 Pa. C.S.A. Sec. 5704</p> <p>5. Guidelines Pol. 113.4, 216</p>	<p>Authorized personnel may also use video surveillance and the resulting recordings for inquiries and proceedings related to law enforcement, accident investigation, deterrence, training, and discipline. Video/audio recordings may be released to third parties in conformance with the requirements of local, state or federal law.</p> <p>Cameras shall only be installed in identifiable public areas. Cameras shall not be positioned in areas where individuals have a right to expect privacy.</p> <p>Video surveillance cameras installed on District property shall not have audio recording enabled if they are available, unless permitted by law.</p> <p>The Board directs the Superintendent or designee to ensure that:</p> <ol style="list-style-type: none"><li>1. Each school bus and school vehicle that is equipped with video and audio recording equipment contains a clearly posted notice informing drivers and passengers of the potential for video and audio recording.</li><li>2. Parents/Guardians and students are annually informed of the policy authorizing video and audio recording on district property, school buses, and school vehicles, as applicable, by publishing such policy in the student handbook, parent newsletters, posted notices, district website and other efficient methods.</li></ol> <p>The district shall comply with the provisions of federal and state law and regulations regarding student record requirements as applicable to the district's use and disclosure of recordings. Recordings considered part of a student's educational record shall be maintained in accordance with established student record procedures governing access, review and disclosure of student records.</p> <p><b>REFERENCES</b></p> <p>School Code – 24 P.S. Sec. 510</p> <p>Wiretap and Electronic Surveillance Act – 18. Pa. C.S.A. Sec. 5704</p> <p>Vehicle Code – 75 Pa. C.S.A. Sec. 102</p> <p>Board Policy – 113.4, 216, 218, 805.1, 810</p>
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