

USE OF VIDEO SURVEILLANCE CAMERAS

I. Statement of Policy

- A. In order to better fulfill its obligation to provide a safe environment for learning and work, the Board of Education authorizes the use of equipment capable of recording silent video images on school property (including property leased to the district) and in school vehicles (including school buses).
- B. The Board of Education prohibits the installation or use of cameras in restrooms, locker rooms or rooms designated by the BOCES for individuals to change their clothes. Individuals are required to change their clothes only in designated areas.
- C. Silent video recordings of students are considered to be “Student Education Records” and will be handled in accordance with the BOCES Student Records Policy.

II. Notice

- A. The BOCES will post signs on campus, in campus buildings, on buses and in other areas giving notice of the BOCES’ use of video surveillance cameras.
- B. The BOCES’ student handbook will contain a notice giving notice of the BOCES’ use of video surveillance cameras.
- C. The BOCES will post this policy on its webpage so that it is available to the public.
- D. Additionally, “Directory Information” notices will be provided pursuant to the District’s FERPA Policy.

III. Records Retention

- A. All videotaped or other recordings obtained for security purposes that contain incidents that have potential administrative or legal uses (e.g. incidents where students are hurt, illegal activities, etc.) will be kept by the BOCES for three (3) years.
- B. Videotaped or other recordings not containing incidents warranting retention for potential administrative or legal uses need only be retained for thirty (30) days.

POLICY

SUPPORT OPERATIONS

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Madison Oneida Board of Cooperative Educational Services

Cross Ref: 7050.1, Education Records
7050.5, FERPA Notification

Legal Ref: Family Educational Rights and Privacy Act (FERPA 20 U.S.C. 1232(g); NY Labor
Law Section 203-c; NY Penal Law Article 250.

Adopted: 05/08/03

Revised: 12/05/13, 05/07/15