

POLICY NO. 1630
Adopted: 4-10-96

VIDEO CAMERAS ON SCHOOL BUSES

POLICY:

The Lake Stevens School District believes that the safety of children is a paramount duty of the District. Video cameras on buses will help achieve that goal by assisting drivers to monitor student behavior and maximize the time spent on safely transporting students. The intent of video cameras on buses is to improve safety.

POLICY NO. 1630
Adopted: 4-10-96
Revised: 5-8-13
Revised: 3-11-20

VIDEO CAMERAS ON SCHOOL BUSES

PROCEDURES:

1. Each bus will be equipped with an electronic recording system.
2. The District will utilize electronic recording equipment in school buses as an administrative tool for student management and as an educational tool to enhance the performance of drivers.
3. All buses where electronic recording equipment may be installed shall have signs notifying riders that they may be recorded.
4. Electronic recordings will not be used in the evaluation process or as evidence for disciplinary action against a driver except in the case of unlawful acts or alleged employee misconduct by a driver.
5. Electronic recordings may be used as evidence in the discipline of students.
6. Any time an electronic recording is used to support an employee or student disciplinary action, the recording shall be dated, labeled, and kept on file with the investigating office only. All other copies shall be destroyed after successful delivery to the investigating office. The investigating office will keep the electronic recording for up to three years after the incident.
7. Electronic recordings are public records and shall be made available for inspection or copying upon a public records request to the Public Records Officer and are subject to compliance with applicable laws.
8. Persons granted permission to view an electronic recording shall be limited to the Transportation Supervisor, driver, district/school building administrators, or parent/guardian of the student who is in the recording.
9. The viewing of an electronic recording will occur only at a school-related site or the Transportation Cooperative and in the presence of the Transportation Supervisor or his/her designee or a district or school administrator.

10. Electronic recordings are transitory records that shall be reused or are subject to third-party technological specifications and limitations. Electronic recordings may be erased or written over after a time period defined in the equipment's specifications. In any event, electronic recordings may be erased at the beginning of the following school year unless prior to that time a request has been made pursuant to the Public Records Act to view a particular recording or to have a copy made of a particular recording.
11. Students and staff are not to tamper with or interfere with the electronic recording equipment.
12. Electronic recordings may be used for training drivers on student behavior management skills.