

## Security

The Board shall attempt, through the entire staff, to ensure that staff members, students, patrons and all property owned by the District are protected at all times from possible damage or injury, outside intrusion or disturbances occurring on school grounds or in school buildings. Security devices and measures, such as, but not limited to, video cameras, motion detectors, metal detectors (stationary or portable) and alarms, may be installed in any or all District buildings, on District grounds, or in District vehicles to protect District personnel, students and property.

### Use of Video Surveillance Cameras

In order to protect the health, welfare, and safety of students, staff, visitors and District property, electronic video surveillance systems may be used to monitor activity on District property.

### Placement of Camera

District property, which for purposes of this policy includes, but is not limited to, school buses that are owned, leased, contracted and/or operated by the District, may be equipped with electronic video surveillance systems. Video surveillance may occur in any District building or on any District property where the superintendent deems appropriate. The district shall notify staff and students through student handbooks or other appropriate means (e.g., posting of notice) that video surveillance may occur on District property.

### Use of Video

The video captured from surveillance cameras will be viewed by District personnel on a random basis and/or when problems have been brought to the attention of the District. Students or staff whose recorded actions are deemed to violate District policies, administrative regulations, or provisions of law may be subject to disciplinary action. A video may be used by the District as evidence in any disciplinary action brought against any individual arising out of the individual's conduct on District property. When appropriate, video captured may be referred to or viewed by law enforcement agencies.

### Retention and Release of Video

The District will comply with all applicable state and federal laws related to the retention and release of public records. A video will be retained by the District for a period of thirty (30) days, or until the conclusion of disciplinary proceedings if the video is used for evidence in a disciplinary proceeding. A video that becomes a part of a student's educational record will be released only in conformance with the Michigan Freedom of Information Act and the Family Educational Rights and Privacy Act (20 USC 1232g).

Approved: June 13, 2011