

## **931 ELECTRONIC SURVEILLANCE OF PUBLIC AREAS**

**931.01** The Board of Education has authorized installation of a video camera system at Oregon High School. This system will be used exclusively for the purpose of maintaining a safe and orderly educational environment, for identifying disciplinary issues, for minimizing theft and vandalism and for enforcing school policies and rules.

The video camera system installed in the high school shall be used according to the following guidelines:

- 931.01.1** The cameras will not be routinely monitored except when specifically authorized by the superintendent in an emergency situation and only in compliance with state or federal law.
- 931.01.2** Only individuals authorized by the superintendent or high school principal may view recordings.
- 931.01.3** The video camera system is to be as a resource only for investigations. Should a video recording become part of a student disciplinary action, the recording will become part of the student's behavioral record consistent with the District's records policy and procedures. The District reserves the right to provide copies of recordings to law enforcement agencies as deemed appropriate by the superintendent and in compliance with appropriate federal and state laws.
- 931.01.4** Except as provided in 931.01.3, recordings will be kept no longer than fourteen (14) days.
- 931.01.5** Cameras are authorized for use in the following areas where the public, students, and staff have no reasonable expectation of privacy: entrances, hallways, commons, gymnasiums, parking lots, athletic fields, and the exterior of buildings. No cameras from this video camera system shall be installed in classrooms, with the exception of multi-use spaces, such as gymnasiums. Under no circumstances will video cameras be used in any area where the public, students or staff have a reasonable expectation of privacy, including restrooms, locker rooms, and health rooms.
- 931.01.6** No "dummy" cameras will be permitted, and all cameras will remain operational at all times.
- 931.01.7** Oregon High School will post signs at all main entrances to the building stating that video surveillance cameras are in use but not continuously monitored.
- 931.02** Public areas of District buildings and grounds including classrooms may be subject to limited term surveillance with the written authorization of the superintendent. Such approval shall be granted only in situations where the superintendent has reason to believe that a safe and orderly educational environment is at risk or to monitor areas where theft and vandalism are believed to be occurring. Video surveillance will be used in accordance with guidelines 931.01.1 through 931.01.7 above.
- 931.03** This policy shall be distributed through student and employee handbooks, district newsletters, on facility use request forms and by other reasonable means.

Adopted: March 11, 1996

Revised: March 21, 2004

June 28, 2004

November 28, 2005