

Superintendent File: ECA-R

VIDEO SURVEILLANCE EQUIPMENT

To protect District students, staff, and property, and to reduce the possibility of factual disputes or misunderstandings, the District may use video surveillance equipment on board school transportation vehicles, throughout the District to monitor building perimeters and critical common areas such as hallways and cafeterias, and in other strategic locations as determined by the District. Video surveillance equipment will not be used to monitor areas such as locker rooms or restrooms.

Video surveillance equipment used by the District will only record visual information; the District does not intend for its video surveillance equipment to intercept or record oral communications. Video surveillance data will be cataloged and stored for a minimum of 10 days following recording, after which it may be deleted, erased or recorded over. When, however, an incident occurs in which video surveillance data may be relevant to a District or law-enforcement investigation, relevant data may be retained until the investigation and any resulting disciplinary or legal proceedings have concluded, or retained in accordance with any applicable records laws.

The Director of Security or designee is responsible for placing and maintaining video surveillance equipment and for managing video surveillance data. No video surveillance data will be released to anyone outside the District except as permitted or required by law. Requests regarding the viewing or display of video surveillance data shall be referred to the Director of Security, who is encouraged to consult with District legal counsel before releasing any video surveillance data.

Adopted: August 15, 2005

LEGAL REFS.:

C.R.S. 18-9-109
C.R.S. 18-9-112
C.R.S. 18-9-117
C.R.S. 22-32-109.1
18 U.S.C. 2511

CROSS REFS.:

ADD, Safe Schools
ECA-ECAB, Security/Access to Buildings
ECAC, Vandalism
EEAE, School Bus Safety Program