

SCHOOL DISTRICT OF NEW LONDON

ADMINISTRATIVE GUIDELINE 751.22 - VIDEO MONITORING SYSTEM ON SCHOOL BUSES

- A. Parents/guardians will be notified once a year that video cameras are being used on the buses, and a sign will be placed at the front of each bus indicating that video cameras may be present. Such notification is included in the Student/Parent Handbook.
- B. Only the District Administrator, directors, and Transportation Supervisor ("Authorized Personnel") will be authorized to view the digital recording for the purpose of documenting a problem and determining which student(s) may be involved. School bus drivers and building principals may be allowed to view the recording for training purposes or as requested by Authorized Personnel.
 - 1. Student disciplinary action may be taken based on video documentation in accordance with School Board policies.
- C. The digital recording will not be available for viewing by the public in general, the media, or other individuals. The District Administrator or designee may authorize the individuals such as a school counselor or school psychologist to view segments of a specific digital recording if such individuals are working with the student(s) because of a behavioral, emotional, or learning problem and viewing the digital recording is beneficial to their role in assisting the student(s). A log will be kept of the date and names of the individuals viewing the digital recording. A copy of such documentation will be kept on file by the Transportation Supervisor and sent to the District Administrator at the end of each school year.
- D. Any release for reuse of any digital recording must be pre-authorized by the District Administrator. The district may release a digital recording if requested in writing by law enforcement or the district's liability insurance carrier.
- E. Digital recordings shall be retained by the District for a period of 30 days when practical.

ADOPTION DATE: May 8, 2000

REVISION DATE(S): March 14, 2005; December 20, 2010; May 11, 2015;
December 5, 2024

REVIEW DATE(S): December 5, 2024

CROSS-REFERENCE: Policy 251.22 Video Monitoring System on School Buses

LEGAL REFERENCE: Section 118.125 Wisconsin Statutes
 Section 118.13 Wisconsin Statutes
 Section 120.13(1) Wisconsin Statutes
 Section 121.52(2) Wisconsin Statutes