

## TRANSPORTATION VIDEO RECORDING ON SCHOOL BUSES

### I. PURPOSE

The transportation of students to and from school is an important function of the school district, and transportation by the school district is a privilege and not a right for an eligible student. The behavior of students **and employees** on the bus is a significant factor in the safety and efficiency of school bus transportation. Student **and employee** misbehavior increases the potential risks of injury. Therefore, the school district believes that video recording student passengers **and employees** on the school bus will encourage good behavior and, as a result, promote safety. The purpose of this policy is to establish a school bus video recording system.

### II. GENERAL STATEMENT OF POLICY

#### A. Placement

1. Each and every school bus owned, leased, contracted, and/or operated by the school district may be equipped with a fully enclosed box for placement and operation of a video camera and conspicuously placed signs notifying riders that their conversations or actions may be recorded.
2. A video camera will not necessarily be installed in each and every school bus owned, leased, contracted, and/or operated by the school district, but cameras may be rotated from bus to bus without prior notice to students.
3. Video cameras will be placed on a particular school bus, to the extent possible, where the school district has received complaints of inappropriate behavior.

#### B. Use of Video Recordings

1. A video recording of the actions of student passengers **and/or employees** may be used by the school district as evidence in any disciplinary action brought against any student **or employee** arising out of the student's **or employee's** conduct on the bus.
2. A video recording will be released only in conformance with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13 and the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g **and/or the rules and/or** regulations promulgated thereunder.

3. Video recordings will be viewed by school district personnel on a random basis and/or when discipline problems on the bus have been brought to the attention of the school district.

~~The video recordings will be viewed only by the Transportation Coordinator (and/or designee), the principal of the applicable school building (and/or designee), District Administrators, bus driver, and school police liaison officer or other appropriate law enforcement agencies. Any video recordings that reveal unlawful actions may be brought to the attention of law enforcement agencies. Whenever a parent/guardian disputes or challenges a bus discipline report, and their child was recorded, it will be the responsibility of the applicable school principal (and/or designee) to review the recording. The recording will be used by the building principal (and/or designee) to assist in determining whether or not the incident actually occurred and if so, the severity of the incident. Neither the student nor the parent/guardian of the student that has been recorded will be allowed to view the recording, in accordance with data privacy laws, unless the student is the only subject on the recording or the building principal has obtained written permission from the parents/guardians of all other students on the recording in question. Upon written request, the school district will provide a written summary of the recorded incident(s) to a student pictured on a recording or to the student's parents/guardians.~~

4. A video recording will be retained by the school district until relooped or until the conclusion of disciplinary proceedings in which the video recording is used for evidence.

***Legal References:*** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 121A.585 (Notice of Recording Device)  
Minn. Stat. § 138.17 (Government Records, Administration)  
Minn. Rules Parts 1205.0100-1205.2000 (Data Practices)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)  
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)