

**712 VIDEO SURVEILLANCE OTHER THAN ON BUSES****I. PURPOSE**

Maintaining the health, welfare, and safety of Crosslake Community School's (CCS) students, staff, and visitors while on CCS property and the protection of school property are important functions of CCS. The behavior of individuals who come on CCS is a significant factor in maintaining order and discipline and protecting students, staff, visitors, and school property. The school board recognizes the value of video/electronic surveillance systems in monitoring activity on school property in furtherance of protecting the health, welfare, and safety of students, staff, visitors, and school district property.

**II. GENERAL STATEMENT OF POLICY****A. Placement**

1. CCS is equipped with video cameras.
2. Video surveillance may occur in the building or on the school property.
3. Video surveillance will normally not be used in bathrooms or locker rooms, although these areas may be placed under surveillance by individuals of the same sex as the occupants of the bathrooms or locker rooms. Video surveillance in bathrooms or locker rooms will only be utilized in extreme situations, with extraordinary controls, and only as expressly approved by the seat-based Director.

**B. Use of Video Recordings**

1. Video recordings will be viewed by CCS personnel on a random basis and/or when problems have been brought to the attention of the Director.
2. A video recording of the actions of students and/or employees may be used by CCS as evidence in any disciplinary action brought against any student or employee arising out of the student's or employee's conduct in school buildings or on school grounds.
3. A video recording will be released with written notice only in conformance with the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13, and the Family Educational Rights and Privacy Act, 20 United States Code section 1232g, and the rules and/or regulations promulgated thereunder.

**C. Security and Maintenance**

1. CCS shall establish appropriate security safeguards to ensure that video recordings are maintained and stored in conformance with the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13, and the Family Educational Rights and Privacy Act, 20 United States Code section 1232g, and the rules and/or regulations promulgated thereunder.
2. CCS shall ensure that video recordings are retained in accordance with CCS's records retention schedule.

**Legal References:**

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
 Minn. Stat. § 121A.585 (Notice of Recording Device on a School Bus)  
 Minn. Stat. § 138.17 (Government Records; Administration)  
 Minn. Stat. § 609.746 (Interference with Privacy)  
 20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)  
 34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)

**Cross References:**

MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School

District Employees)

MSBA/MASA Model Policy 406 (Public and Private Personnel Data)

MSBA/MASA Model Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)

MSBA/MASA Model Policy 506 (Student Discipline)

MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)

MSBA/MASA Model Policy 711 (Video Recording on School Buses)