

Twin Valley School District

No. 809

SECTION(S): Operation
 TITLE: Transportation/Video-Audio
 Monitoring
 ADOPTED: June 15, 1998
 REVISED: June 15, 2015

1		No. 809 Transportation/Video-Audio Monitoring	1
2			2
3	1. Purpose	The use of video and audio recording equipment supports	3
4		efforts to maintain discipline and to ensure the safety and	4
5		security of all students, staff, contractors and others being	5
6		transported on district-owned, operated, or contracted school	6
7		buses or school vehicles.	7
8			8
9		School bus means a motor vehicle that is designed to carry	9
10		eleven (11) passengers or more, including the driver, and is	10
11		used for the transportation of preprimary, primary or	11
12		secondary school students to or from public, private or	12
13		parochial schools or events related to such schools or school-	13
14		related activities.	14
15			15
16		School vehicle means a motor vehicle, except a motorcycle,	16
17	2. Definitions	designed for carrying no more than ten (10) passengers,	17
18	75 Pa. C.S.A.	including the driver, and used for the transportation of	18
19	Sec. 102	preprimary, primary or secondary school students while	19
20		registered by or under contract to the school district. The	20
21		term includes vehicles having chartered, group and party	21
22		rights under the Pennsylvania Public Utility Commission and	22
23		used for the transportation of school children.	23
24			24
25		The Board authorizes the use of video and audio recording on	25
26		school buses and school vehicles to maintain discipline and	26
27		ensure safety.	27
28			28
29		The Board prohibits the use of audio recording on any school	29
30		bus or school vehicle that is not being used for a school-	30
31		related purpose.	31
32			32
33	3. Authority	The Board directs the Superintendent or designee to ensure	33
34	18 Pa. C.S.A.	that:	34
35	Section 5704		35
36		1. Each school bus and school vehicle that is equipped with	36
37		video and audio recording equipment contains a clearly	37
38		posted notice informing drivers and passengers of the	38
39		potential for video and audio recording.	39
40	4. Delegation of		40
41	Responsibility	2. Parents/Guardians and students are annually informed,	41
42		by letter mailed to the students' home addresses, of the	42
43	18 Pa. C.S.A.	policy authorizing video and audio recording on school	43
44	Section 5704	buses and school vehicles.	44
45			45
46		The responsibility for maintaining reasonable discipline on	46
47		board the district's school busses begins with the individual	47
48	18 Pa. C.S.A.	driver. Bus Incident reports will continue to be the primary	48
49	Section 5704	tool for use by the driver to report misconduct which he/she	49
50		observes that cannot be corrected by less formal means, such	50

1		as reassigning seats or giving verbal warnings. These reports	1
2		are forwarded to the responsible building principal for	2
3		corrective disciplinary action as per existing district	3
4		guidelines or procedures. If patterns develop or violations	4
5		occur, the principal and/or bus driver/company may request	5
6		the video-audio be reviewed. The District Operations Director	6
7		and/or Principal will review and approve or disapprove the	7
8		request.	8
9			9
10		A warning (via a posted decal) will inform riders that a video-	10
11		audio monitoring system may be used at any time. Disks will	11
12		be erased and/or recorded over if no incidents occur.	12
13			13
14		Reviews of video-audio disks will be limited to the Principal,	14
15		District Operations Director, contractor bus supervisor, the	15
16	5. Use of Recorded	Superintendent's Designee and the Superintendent. During	16
17	Documentation	an expulsion hearing school directors have a right to view a	17
18		video-audio if the videotape provides evidence in the case.	18
19			19
20		Video-audio recorded documentation of misbehavior will be	20
21		preserved only until the disciplinary action/disposition is	21
22	6. Destruction of	reached. Thereafter, all recorded evidence of the misbehavior	22
23	Records	will be erased and/or recorded over.	23
24			24
25		The district shall comply with the provisions of federal and	25
26		state law and regulations regarding student record	26
27		requirements as applicable to the district's use and disclosure	27
28		of recordings. Recordings considered part of a student's	28
29		educational record shall be maintained in accordance with	29
30		established student record procedures governing access,	30
31		review and disclosure of student records. Accordingly, a	31
32		parent/guardian will be permitted to view a tape only if no	32
33	7. Parent Screening	other student is identified.	33
34	Rights		34
35		References:	35
36			36
37		School Code – 24 P.S. Sec. 510	37
38			38
39		Wiretap and Electronic Surveillance Act – 18. Pa. C.S.A. Sec.	39
40		5704	40
41			41
42		Vehicle Code – 75 Pa. C.S.A. Sec. 102	42
43			43
44		Board Policy – 113.4, 216, 218, 805.1, 810	44
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