

## USE OF VIDEO CAMERAS ON SCHOOL BUSES

The School District of Bonduel allows the use of video cameras on school buses for the primary purpose of reducing disciplinary problems and vandalism. The use of the camera allows the driver to focus on driving the bus, providing for safer transportation of the students.

Parents will be notified annually, that video cameras are being used on the buses. A sign will also be placed on each bus that indicating that video cameras may be used on that bus.

Guidelines for Placing Cameras on Buses

1. The transportation director, or designee, shall determine the rotation of available cameras to each buses.
2. Bus drivers do not need to be aware if a video camera is operating on their bus.
3. Drivers and/or principals may request that a video camera be on a specific bus on a designated days.
4. Parents may contact the transportation director and request that a video camera be utilized on a specific bus.

Guidelines for Viewing Video Tapes

1. Only the transportation director, bus drivers, principals, and district administrator shall be authorized to view a video tape for the purpose of documenting a problem, and determining which student(s) may be involved.
2. Students being disciplined based on the viewing of a video tape and/or their parent(s) may view that isolated segment of the video tape that documents the incident for which they are being disciplined.
3. The transportation director or building principal(s) shall view the video tape with the student and/or parent(s).
4. The video tape shall not be available for viewing by the public in general, employees in general, media, or other individuals.
5. The principals or district administrator may authorize other individuals, such as the guidance counselor, school psychologist or social worker, to view segments of a specific video tape, if such individuals are working with the student on the video tape because of a behavior, emotional, or learning problem.
6. If there are no bus problems pertaining to a bus on a day when a camera is on that bus, the video tape may be erased or reused after 2 school days.
7. Video tapes used for disciplinary action on a bus may be erased after five school days.

Approved: April 5, 1995