

**SCHOOL POLICIES  
INDEPENDENT SCHOOL DISTRICT 16**

<b>POLICY</b>	711	<b>Page:</b> 1 of 2
<b>SERIES</b>	700	Non-Instructional Operations
<b>SUBJECT</b>	711	Videotaping on School Buses
<b>Adopted</b>		May 8, 2001
<b>Revised</b>		September 12, 2017

**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 persons on the bus is a significant factor in the safety and efficiency of school bus transportation. Misconduct increases the potential risks of injury. Therefore, the school district believes that videotaping persons 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 videotaping system.

**II. GENERAL STATEMENT OF POLICY**

A. Placement.

1. Each and every Type I or II school bus owned, leased, contracted and/or operated by the school district shall be equipped with a fully-enclosed box for placement and operation of a video camera and conspicuously placed signs notifying persons on the bus that their conversations or actions may be recorded on tape.
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.

B. Use of Videotape.

1. A videotape of the actions on a school bus may be used by the school district as evidence in any disciplinary action against a student or employee.

2. A videotape will be released to the public or data subjects 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 the rules and/or regulations promulgated thereunder.
3. Videotapes may 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.
4. A videotape will be retained by the bus contractor for a period of six (6) weeks, or until the conclusion of disciplinary proceedings in which the video tape is used for evidence.

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