

## USE OF SECURITY SURVEILLANCE CAMERAS ON DISTRICT PROPERTY

### A. Purpose and Scope

The Governing Board is committed to providing a school environment that promotes the safety of students, employees, and visitors to school grounds. The Board also recognizes the importance of protecting district property, facilities, and equipment from vandalism and theft. The Board authorizes the use of security surveillance cameras on District property to promote a safe and secure environment, and the enforcement of District Board policies.

The District shall notify students, their parents/guardians, and staff in handbooks and other publications that camera surveillance may be active on District property, and in accordance with District regulation for the surveillance of District facilities.

The Superintendent or designee shall develop campus security procedures which are consistent with the goals and objectives of the District's comprehensive safety plan and site-level safety plans. Such procedures shall be regularly reviewed to reflect changed circumstances and to assess their effectiveness in achieving safe school objectives.

### B. General

The Board believes that the reasonable use of security surveillance cameras will help the District achieve its goals for campus security. In consultation with the Information Services and Educational Department and relevant staff, the Superintendent or designee shall identify appropriate locations for the placement of surveillance cameras, whether temporary or permanent. Security surveillance cameras shall not be placed in areas where students, staff, or community members have a reasonable expectation of privacy. Outside of these areas, there is no expectation of privacy and surveillance cameras may be used. Any audio capability on the District's surveillance equipment shall be disabled so that sounds are not recorded, unless authorized by the Superintendent.

Prior to the operation of the security surveillance system, the Superintendent or designee shall ensure that signs are posted at conspicuous locations at affected school buildings and grounds. These signs shall inform students, staff, and visitors that surveillance may occur. The Superintendent or designee shall also provide prior written notice to students, their parents/guardians and staff about the district's surveillance system, explaining that the recordings may be used in disciplinary proceedings and personnel matters, and that matters captured by the camera may be referred to local law enforcement, as appropriate.

Video recordings may be shared with outside law enforcement authorities, as deemed appropriate by the Superintendent or his designee. Video recordings and images of students captured on security video recording devices that are maintained by Tracy Unified School District are considered education records under FERPA. Accordingly, these video images may be shared with parents or students whose images are on the video and with outside law enforcement authorities, as deemed appropriate by the Superintendent or his designee.