

CLEAR CREEK ISD REQUEST FOR VIDEO SURVEILLANCE

On the request of an eligible parent, staff member, principal, assistant principal, or the Board of Trustees, the District must provide video equipment, including video cameras with audio recording capabilities, to campuses in accordance with Section 29.022, Texas Education Code, 19 T.A.C. § 103.1301, and Board Policy EHBAF. Campuses that receive equipment must place, operate, and maintain video cameras in certain self-contained classrooms or other special education settings. Video surveillance is solely for the purpose of promoting student safety. Regular or continual monitoring of video recordings is prohibited by law. Video recordings are confidential by law and may only be accessed or viewed by certain individuals under very limited circumstances as defined by the Texas Education Code. **An approved request for video surveillance is only valid for the current school year. Operation of the requested video camera(s) shall be discontinued at the end of the current school year and will not continue during the following school year unless a person eligible to make a request for the next school year submits a new request.**

“Self-Contained Classroom” means: a classroom on a regular school campus (i.e., a campus that serves students in general education and students in special education) of a school district, including a room attached to the classroom used for time-out, but not including a classroom that is a resource room instructional arrangement under TEC 42.151, in which a majority of the students in regular attendance are provided special education and related services and have one of the following instructional arrangements/settings described in the Student Attendance Accounting Handbook:

- self-contained (mild/moderate/severe) regular campus;
- full-time early childhood (pre-school program for children with disabilities) special education setting;
- residential care and treatment facility—self-contained (mild/moderate/severe) regular campus;
- residential care and treatment facility—full-time early childhood special education setting;
- off home campus—self-contained (mild/moderate/severe) regular campus; or
- off home campus—full-time early childhood special education setting.

“Other Special Education Setting” means: a classroom on a separate campus (i.e. a campus that serves only students who receive special education and related services) of a school district, including a room attached to the classroom or setting used for time-out, in which a majority of the students in regular attendance are provided special education and related services and have one of the following instructional arrangements/settings described in the Student Attendance Accounting Handbook:

- residential care and treatment facility—separate campus; or
- off home campus—separate campus.

“Board” means:

- The Clear Creek ISD Board of Trustees.

“Parent” means:

- a person, including a guardian or other person standing in parental relation to a student, described in Section 26.022, Texas Education Code, whose child receives special education and related services in one or more Self-Contained Classrooms or Other Special Education Settings;

- a person, including a guardian or other person standing in parental relation to a student, whose child will receive special education and related services in one or more Self-Contained Classrooms or Other Special Education Settings for the following school year; **or**
- a student who receives special education and related services in one or more Self-Contained Classrooms or Other Special Education Settings; and is 18 years of age or older or whose disabilities of minority have been removed for general purposes under Texas Family Code, Chapter 31, unless the student has been determined to be incompetent or the student's rights have been otherwise restricted by a court order.

“Principal” or “Assistant Principal” mean:

- the principal or an assistant principal of the campus at which the Self-Contained Classroom or Other Special Education Setting is located.

“Staff Member” means:

- a teacher, related service provider, paraprofessional, counselor, or educational aide assigned to work in Self-Contained Classrooms or Other Special Education Settings.

“SB 1398 Administrator” means:

- As required under TEC §29.022, the District has identified the Assistant Superintendent of Human Resources as the administrator at the primary administrative office of the District with responsibility for coordinating the provision of equipment to schools and campuses in compliance with TEC § 29.022 and 19 T.A.C. § 103.1301.

To request video surveillance for the current school year pursuant to Section 29.022, Texas Education Code, please complete the form contained on the next page. The District will review the request for eligibility and notify you of its decision.

CLEAR CREEK ISD
REQUEST FOR VIDEO SURVEILLANCE

Requester's Printed Name: _____

Address: _____

City/State/Zip: _____

Contact Information:

Home Phone: _____ Cell Phone: _____ Office Phone: _____

Email Address: _____

According to the above definitions, I (we) qualify as a:

Parent

Board

Staff Member

Principal

Assistant Principal

Please provide the following information, as applicable, regarding your request:

Name of Student: _____ Student ID #: _____

Campus Name: _____ Campus TEA #: _____

Location of requested surveillance: _____

Signature: _____ Date: _____

If you are a Parent, Assistant Principal, or Staff Member, please return the completed Exhibit A to the campus principal of the campus addressed in this request.

If you are a Board or Principal, please return the completed Exhibit A to the Assistant Superintendent of Human Resources.

The District will contact you regarding the status of your request within seven (7) school business days after receipt of the completed Exhibit A by the person to whom it must be submitted.

<p><u>For District Use Only</u></p> <hr/> <p>Room Number Teacher Name</p> <hr/> <p><i>Date Completed Exhibit A Received</i></p> <p>Received By: _____</p> <p><u>To be completed by Assistant Superintendent of Human Resources:</u></p> <p>This request is: <input type="checkbox"/> Approved <input type="checkbox"/> Denied</p> <hr/> <p>Assistant Superintendent of Human Resources Signature Date of Approval/Denial</p>	<p>Date of Approval/Denial</p>
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