

520.00.2 UNMANNED AERIAL VEHICLE USE ON OR OVER SCHOOL DISTRICT PROPERTY

1. **Unmanned Aerial Vehicle Operation** – Unmanned Aerial Vehicles “UAVs” may be operated on or over Independent School District No. 625, Saint Paul Public Schools (the “**District**”) property only in accordance with this procedure and applicable federal, state and local laws, regulations, ordinances, orders, and decrees. For the purposes of this regulation, “UAV” or “UAVs” shall mean aircraft weighing less than 55 lbs. that are operated without the possibility of direct human intervention from within or on the aircraft.

2. **UAV Use On or Over District Property**

2.1 **Curricular Use of UAVs** – District staff and students may operate UAVs on or over District property for curricular purposes only as detailed below. This section applies to *all* classes or school programs operating UAVs for curricular purposes, no matter how minimal or infrequent the operations.

2.1.1 All curricular UAV operations shall be conducted under the close supervision of a staff person holding a Federal Aviation Administration (“FAA”) remote pilot license.

2.1.2 Staff persons using UAVs for curricular purposes shall be responsible for complying, and should familiarize themselves, with this regulation and federal, state and local laws, regulations and safety guidelines relating to the operation of UAVs. Information relating to operational and safety guidelines is located in Section 4 below.

2.1.3 Students operating UAVs for curricular purposes must have permission from their teacher, and must hold a remote pilot license or operate the UAV under the “direct supervision” (as defined by FAA regulations) of a staff person holding a remote pilot license.

2.1.4 The FAA imposes several requirements when UAVs are operated under a remote pilot license. A summary of these requirements is available on the FAA’s website.

2.2 **Use of UAVs by Staff, Students and Members of the Public for Extracurricular, Cocurricular or Non-Curricular Purposes**

2.2.1 Except as provided in Section 2.1 above, no person, including staff, students, vendors contracted with the District, or members of the public may operate a UAV on or over District property, including at any extracurricular or cocurricular school event, unless prior permission is obtained from a school administrator or the Director of

Facilities (in the case of building facility operations). Prior to approval of any UAV operations, the district may ask for proof that the operator has properly registered the UAV, has appropriate authority to fly the UAV for the contemplated operations (e.g., is operating under a remote pilot license or other lawful authority) and maintains adequate liability insurance.

2.2.2 If a UAV is sought to be used during an event sponsored by an outside organization (such as the Minnesota State High School League), any additional restrictions or bans imposed by the outside organization must be observed.

2.2.3 District reserves the right, in its sole discretion, to refuse, or revoke, permission to use a UAV.

3. **Using District-owned UAVs Off District Property** – UAVs owned by District may not be flown on or over non-district property unless approval is given by an appropriate administrator and the relevant property owner. All relevant provisions of this regulation and other government laws and regulations shall be adhered to during such operations.

4. **Safety and Operational Requirements** – Unless otherwise permitted by law, the following restrictions shall apply for all UAV purchases or UAV operations conducted on or over District property.

4.1 The UAV shall:

4.1.1 Be properly registered with the FAA and the Minnesota Department of Transportation if weighing more than 0.55 lbs.

4.1.2 Be operated by a person with appropriate authority to fly the UAV for its intended use.

4.1.3 Weigh less than 55 pounds.

4.1.4 Not fly within restricted or controlled airspace unless approval has first been obtained from appropriate airport and/or FAA authorities. Users flying with, or under the direct supervision of someone holding, a remote pilot license must obtain air traffic control permission when operating in Class B, C, D and E airspace. Different restrictions may apply to operations conducted under another type of license or authority.

4.1.5 Be flown within the visual line of sight of the operator, and in accordance with FAA height and speed restrictions.

4.1.6 Yield the right of way to manned aircraft and never fly near other aircraft.

4.1.7 Never be flown directly over people or near buildings, except that members of the District's Facilities Department may fly UAVs near buildings for purposes consistent with the duties of the Facilities Department.

4.1.8 Never be flown at night.

4.1.9 Not be operated in a reckless or hazardous manner, cause a nuisance or infringe upon the rights or privacy of others.

4.1.10 Use all proper and appropriate safety equipment during indoor operation, such as netting or other safety equipment.

4.2 Federal, state and local law provide additional rules on UAV use, which may be more restrictive than the above. Individuals shall comply with all such rules when operating UAVs on district property.

5. **UAV Purchase.** All UAV purchases made by the District shall conform with the approved UAV list maintained by Purchasing and Contract Services, as updated or amended from time to time. Any staff person wishing to purchase a UAV for the upcoming school year must make that purchase request prior to April 1 of that calendar year. Requests made after April 1 will be considered only to the extent that the District is able to acquire the necessary insurance coverage.

6. **UAV Software.** Prior to the operation of any UAV, District staff must go through the application approval process to receive approval of the underlying UAV software. To initiate the application approval process, District staff will submit a ticket to Technology Services. Once approved, UAV software will only be installed on devices controlled by District staff, e.g., a classroom set of devices. No UAV software will be installed on a device issued to a student by the District or a student-owned device.

7. **Minnesota Government Data Practices Act.** All data, including but not limited to photographs, videos, or images, captured by a UAV or devices or equipment attached to or carried may be subject to the requirements of the Minnesota Government Data Practices Act. All requisite permissions or consents shall be obtained prior to the capturing, recording, storing, or maintaining data as may be required by the Minnesota Government Data Practices Act.

References:

Saint Paul Public Schools Policy 520.00

Saint Paul Public Schools Policy 713.00

Public Law 112-95, Section 336, FAA Modernization and Reform Act of 2012
Regulations/707.12AR/5-22-12

Minn. Stat. § 13.01 *et seq.*