

BusinessVideo Surveillance

The Plattsmouth Board of Education authorizes the use of video cameras and other passive electronic measures (such as motion detectors) for monitoring transportation and interior and exterior public areas for the purpose of ensuring the health, welfare and safety of staff, students and visitors, safeguarding district facilities and equipment and maintaining student discipline and an appropriate educational and work environment. The devices shall not be placed or operational in locations in which individuals have a high expectation of privacy, such as restrooms and locker rooms. Video recordings are considered student educational records and may be subject to FERPA guidelines.

1. Placement. Video cameras and similar devices are authorized to be used on school facilities, school vehicles and other places within the control of the District. The locations in which the devices will be placed and the times the devices will be in use are to be determined by the Superintendent or the Superintendent's designee consistent with the purposes set forth in this policy. The devices shall not be placed or operational in locations in which individuals have a high expectation of privacy, such as restrooms and locker rooms.
2. Notice. Notice of the fact that video surveillance cameras are being utilized shall be given through appropriate mechanisms, such as by posting signs in the building entry and other locations and by including a notice in the student-parent and staff handbooks. If sound recording is deployed, notice of such shall also be given.
3. Viewing Monitors and Video Recordings. Monitors used to view video recordings are to be located and positioned such that only authorized personnel are able to see the images on the monitors, to the extent practicable. Only authorized personnel shall be allowed to view recorded video. Authorized personnel for these purposes are: school administrators, security staff, school staff members with a direct involvement with the recorded contents of the specific video recording and employees or agents responsible for the technical operations of the system (for technical purposes only).

School administrators may allow law enforcement officers to view monitors and recorded video when such is consistent with school security and discipline and consistent with law.

Students and parents/legal guardians shall not be permitted to view the monitors. Students and parents/legal guardians shall not be permitted to view recorded video except where the individual student of the parents/guardians is the focus of the recorded video.

4. Use of Video Recordings. Video records may be used as a basis for student or employee disciplinary action and for making reports to law enforcement.
5. Video Recordings as Education Records. Video recordings will be maintained as

confidential records to the extent provided for by law.

6. Maintaining Video Recordings. All video recordings are stored in a secure place to avoid tampering and ensure confidentiality in accordance with applicable laws and regulations.

Recordings will be saved for thirty (30) days and automatically deleted, unless being used in an ongoing investigation.

7. Maintaining the Integrity of the Video Surveillance System. The building principals or designees shall be responsible for periodically checking the video surveillance system within their building to ensure it is operating properly. Students or staff who vandalize, damage, disable or render inoperable surveillance cameras or equipment or use the video surveillance system in a manner that is not consistent with the purposes set forth in this regulation, shall be subject to appropriate disciplinary action (up to and including expulsion for a student and termination for a staff member) and referral to appropriate law enforcement authorities.

Legal Reference: Family Educational Rights and Privacy Act, 20 U.S.C § 1232(g) (34 C.F.R. Part 99)

Date of Adoption: April 13, 2015

Reviewed: May 11, 2015, May 9, 2016, May 8, 2017, May 14, 2018, May 13, 2019, June 8, 2020, June 14, 2021, June 13, 2022, June 12, 2023, June 10, 2024

*Appendix 'I'*

**First Responders Surveillance System Agreement**

The Plattsmouth Board of Education and area first responders (Plattsmouth Police Department, Cass County Sherriff's Office and Plattsmouth Volunteer Fire Department) are committed to protecting the safety and well-being of the students and faculty in the school district. In the event of a crisis or emergency at any of the district's schools, both the Plattsmouth Board of Education and the area First Responders recognize and acknowledge that time is a critical factor in responding to any crisis or emergency situation. Further, the parties recognize that it is imperative for law enforcement, fire and emergency service personnel to have accurate, real-time information concerning the crisis and/or emergency situation in order to timely and appropriately respond.

Both the Plattsmouth Board of Education and the area first responders recognize and acknowledge that the schools in the district are equipped with security cameras/surveillance systems which can be a powerful tool to provide real-time information to law enforcement, fire and emergency service personnel as a crisis or emergency situation is occurring. The real-time information, through the use of live streaming video from the district's surveillance system, will allow law enforcement, fire and emergency medical service personnel to rapidly and appropriately deploy their resources to address the crisis and/or emergency situation.

Accordingly, the Plattsmouth Board of Education and area first responders agree that they will have immediate remote access to the district's security cameras/surveillance systems in the event of a crisis, emergency situation or any other incident driven cause. Law Enforcement Officers may monitor live feeds to check for vandalism, particularly after hours.

First Responders will also have access to the aforementioned systems in order to conduct daily, periodic checks, and/or for training purposes, upon the direction of the officer-in-charge, to verify that the systems are in proper working order. Access for testing purposes shall last no longer than necessary to verify that the systems are in proper working order. In the event one of the first responder agencies discovers that the systems or a component of the system is not in proper working order, they will immediately notify the school district. Similarly, the school district will notify first responders if the systems are inoperable for any reason as well as when the systems become operational. First responders will maintain a log/documentation of the tests that will be made available to the superintendent upon request.

It is acknowledged that any video is the property of the Plattsmouth Community School District and all video footage accessed by a user is logged by the system.

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School Board President

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Date

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Superintendent

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Date

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First Responder Agency Official

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Date