

Policy

Egg Harbor Township Board of Education

7441 Electronic Surveillance in School Buildings, on School Buses and on School Grounds (M)

Video surveillance and videotaping in schools and on school buses is authorized by the Egg Harbor Township Board of Education for the purpose of providing a safe, secure, violence and drug free environment for the students, employees and visitors of each location. All staff, students and parents shall be made aware of the Board's policy with regard to surveillance on school property and that such surveillance may be used for the monitoring of student, staff and faculty behavior and for the administration of discipline.

In accordance with the provisions of N.J.S.A. 18A:41-9, if at least one school building of the school district is equipped with video surveillance equipment that is capable of streaming live video wirelessly to a remote location, the Board of Education shall enter into a Memorandum of Understanding (MOU) with local law enforcement authorities providing the authorities with the capacity to activate the equipment and view live streaming video. The MOU shall include the provisions of N.J.S.A. 18A:41-9 and any additional information required by law enforcement officials. In the event the parties to the MOU are unable to reach an agreement regarding any provision required to be included in the MOU as per N.J.S.A. 18A:41-9a, the County Prosecutor shall make the final determination regarding that provision. Nothing in N.J.S.A. 18A:41-9 shall be construed as to require the installation of video surveillance equipment capable of streaming live video wirelessly to a remote site from a school building that does not have the ability to have live streaming video.

Location of Surveillance Cameras

Video surveillance may be placed in areas where surveillance has proven to be necessary as a result of prior property damages or related security incidents, and in areas where upon reasonable grounds the surveillance will be deemed by the Board to be a reasonable deterrent. Surveillance cameras are not to be used in locations where there is a reasonable expectation of privacy. All surveillance cameras will be unconcealed and clearly visible. One or more signs of a highly visible nature shall be conspicuously placed at each school providing notification that an audio and a video record may be made and a contact number for a designated school administrator.

Videotapes/Audiotapes/Recorded Images

Any and all videotapes or recordings produced by the Egg Harbor Township Schools are the property of the Board of Education. Recordings of any type are not pupil records and shall not be considered pupil records either under NJAC or FERPA.

A log shall be maintained by a designated administrator of all episodes of access to, or use of, recorded information. All recorded information not in use shall be securely stored. All recorded information governed by this policy and retained for an authorized purpose shall be numbered and dated and include information identifying the camera site.

Regulations shall be established for the destruction of recorded information unrelated to a disciplinary matter at regular intervals. A time period after which recorded information used in connection with a disciplinary matter shall be destroyed shall be established.

Viewing of Recordings

Recorded information will be viewed by authorized personnel in such a manner as to avoid public viewing or exposure. The security and retention of recorded information will be the responsibility of a designated administrator. Videotapes, audiotapes and recorded images will be turned over to law enforcement upon the request of law enforcement and as required by law. Recorded information may be monitored by authorized personnel on a random and non-random basis and as deemed necessary and prudent in order to ensure the safety and security of students, staff, visitors, and Board property.

Regulations shall be established for parental request to review recorded information. Recorded information shall only be allowed to be reviewed by requesting parents for discipline situations in which the recorded information is used as part of the investigation that results in out of school suspension. Recorded information shall not be allowed to be reviewed by requesting parents for discipline that does not result in out-of-school suspension. Parents requesting to review recorded information shall be required to review the recorded information at reasonable times and under reasonable circumstances prior to a disciplinary hearing.

Copies of Recorded Information

Copies of recorded information shall only be available by the request of a parent in cases of discipline in which the recorded information is used as part of the investigation that results in a full Board expulsion hearing or where a matter is referred to the Prosecutor, at which point it shall be part of the discovery package which is forwarded from the Prosecutor to the accused. Parents requesting a copy of recorded information shall be responsible for all costs associated with the production of such copy.

Video Surveillance on School Vehicles

To maintain the safe and secure conditions for all pupils transported on school owned or contracted school vehicles, the Board may use devices to monitor and/or observe student behavior, teacher and support staff behavior, school bus driver discipline procedures and/or school bus driver driving techniques. The device may be a sound video camera, a voice monitoring device or other appropriate devices. Each school vehicle will have a sign clearly posted in the school vehicle stating that:

"Video And/Or Audio Monitoring Devices Are Used On School Owned And Contracted Vehicles And This Vehicle May Be Monitored At Any Time."

The recording may be used in pupil and staff discipline matters, driver evaluations or for driver discipline or training. Notice of this policy will be provided to parents/legal guardians and all transportation personnel each year in staff, pupil and/or parent handbooks.

N.J.S.A. 18A:11-1

20 USCA 1231g

30 CFR 300.571 Part 99, 300.572, 300.5773

Adopted: 1/10/2006

Revised: 7/28/2015, 03/20/2018