

ELECTRONIC SURVEILLANCE OF PUBLIC AREAS  
OF SCHOOL BUILDINGS

The Board of Education has authorized installation of a video camera system within each building of De Soto Area Schools. This system will be used exclusively for the purpose of maintaining a safe and orderly educational environment, for identifying disciplinary issues, for minimizing theft and vandalism and for enforcing school policies and rules.

The video camera system installed throughout the District shall be used according to the following guidelines:

- a. The cameras will not be routinely monitored except when specifically authorized by the District Administrator in an emergency situation and only in compliance with state or federal law.
- b. Only individuals authorized by the District Administrator may view recordings.
- c. The video camera system is to be used as a resource only for investigations. Should a video recording become part of a student disciplinary action, the recording will become part of the student's behavioral record consistent with the District's records policy and procedures. While maintaining compliance with appropriate federal and state laws, the District reserves the right to provide copies of recordings to law enforcement agencies as deemed appropriate by the District Administrator.
- d. Cameras are authorized for use in the following areas where the public, students and staff have no reasonable expectation of privacy: entrances, hallways, commons, gymnasiums, parking lots, athletic fields and the exterior of buildings. Under no circumstances will video cameras be used in any area where the public, students or staff have a reasonable expectation of privacy, including restrooms, locker rooms and health rooms.
- e. No "dummy" cameras will be permitted, and all cameras will remain operational at all times.
- f. De Soto Schools will post signs at all main entrances to the building stating that video surveillance cameras are in use but not continuously monitored.

Other public areas of District buildings and grounds may be subject to limited term surveillance with the written authorization of the District Administrator. Such approval will be granted only in situations where the District Administrator has reason to believe that a safe and orderly educational environment is at risk, or to monitor areas where theft and vandalism are believed to be occurring. Video surveillance will be used in accordance with guidelines (a) through (f) listed above.

This policy shall be distributed through student and employee handbooks, district newsletters, on facility use request forms and by other reasonable means.

LEGAL REF.: Sections 118.125; 120.13(1) Wisconsin Statutes

CROSS REF.: 443.2 Student Conduct on School Buses

447 Student Discipline

751.2 Use of Video Monitoring Systems on School Buses

860 Visitors to the Schools

Approved: February 13, 2006