

Book	Policy Manual
Section	800 Operations
Title	Transportation - Audio and Video Monitoring
Number	810.2
Status	Active
Adopted	March 13, 1997
Last Revised	January 12, 2017

Purpose

The Board of School Directors (“Board”) of Springfield School District (“District”) recognizes that serious misconduct on board a school bus or school vehicle jeopardizes the safety of all passengers and the use of audio recordings and video monitoring will help by serving as a deterrent to misbehavior. Audio recordings and video monitoring do not assure the elimination of misconduct and such monitoring cannot guarantee the absolute safety of students while on District school vehicles.

Delegation of Responsibility

The responsibility for maintaining reasonable discipline on board the District’s school vehicles begins with the individual driver. Bus and vehicle referrals will continue to be the primary tool for use by the driver to report misconduct s/he observes that cannot be corrected by less formal means such as verbal warnings. These reports are forwarded to the responsible building principal for corrective disciplinary action as per existing District policy.

In accordance with Act 9 of 2014, the District is authorized to equip school buses and school vehicles with audio and video equipment which provide recordings and surveillance of the passengers. [\[1\]](#)

A notice of the possible use of audio recordings and video monitoring will be placed in each vehicle equipped with a camera and audio recording device.

The use of the audio recordings and videotapes from the surveillance cameras will be used only for security and disciplinary consequences for student misconduct. Audio recordings and videotapes capturing the misbehavior may be used at conferences with parents/guardians, bus drivers, bus aides, the transportation supervisor and District administrators. The audio recordings and videotapes may be used as evidence for disciplinary action. Any applicable audio recordings or videotapes may be reviewed by a District administrator(s) when a school bus referral is filed by a bus driver or when it is considered necessary by a District administrator(s) to determine if a videotape or audio recording is applicable to an incident.

In the event that a student receives a bus or vehicle referral and is disciplined for the same and there is an audio recording or videotape on which the misconduct is recorded used as evidence, the parent(s)/guardian(s) of the student may request permission to view said tape, in writing to the principal of the student’s school, within one (1) week of the imposition of discipline. A meeting will be arranged for the viewing with a District administrator(s). Parents/Guardians will only view the portion of the tape that documents the alleged misconduct of their child on the school bus.

In the event that a District administrator(s) considers it advisable for a parent/guardian to view a videotape or listen to an audio recording, the administrator(s) may request the viewing of same.

Audio recordings and videotaped documentation of misbehavior will be preserved only until the disciplinary action or disposition, including viewing by parent(s)/guardian(s), is reached. Thereafter, all evidence will be erased by reuse of the tapes. Audio recordings and videotapes not used for disciplinary action will be erased by reuse on a regular rotation.

Discipline will be enforced in accordance with Policy No. 810.3, Student Discipline, Transportation.

DISCLAIMERS:

This policy is superseded by all current federal and state laws and mandates.

This online posting is an electronic copy from Springfield School District's manual of currently adopted policies. The policies on this site are for informational purposes only and do not reflect updating activities in progress. It may be used for information and reference purposes only regarding issues of concern. Certified date-stamped copies are available from the District Open Records Officer and are valid for issues of concern within two (2) weeks of the stamped date.

Legal 1. 18 Pa. C.S.A. 5704
 24 P.S. 510
 24 P.S. 510.2
 75 Pa. C.S.A. 102
 Pol. 216
 Pol. 218
 Pol. 810