

Sparta Area School District

Article 526 - Use of Video Monitoring Systems on School Buses

The Sparta Area School District approves the use of video cameras on school buses for the primary purpose of reducing disciplinary problems and vandalism on the bus, thereby allowing the driver to focus on the driving of the bus and providing for safer transportation of students.

Parents/guardians will be notified once a year that video cameras are being used on the buses, and a sign will be placed at the front of each bus indicating the video cameras may be present. Such notification will be included with distribution of individual bus route information sent to each bus rider.

Only the bus company manager, bus drivers, administrators of the district and/or school board members will be authorized to view the videotape for the purpose of documenting a problem and determining which students may be involved. Disciplinary action may be taken with students based on a video documentation in accordance with District policy. The isolated segment of the video that documents the incident may be viewed by the identified student(s) and or his/her parents(s)/guardian(s). The school administrator(s) will view the video with the student(s) and or his/her parent(s)/guardian(s) and document the date and names of all individuals viewing the video. A copy of such documentation will be sent to the Director of Business Services.

The video will not be available for viewing by the public in general, the media, or other individuals. The Superintendent of Schools or designee may authorize the individuals such as guidance counselor, school psychologist, or social worker to view segments of a specific video if such individuals are working with the video student(s) because of a behavioral, emotional, or learning problem and viewing the video is beneficial to their role in assisting the student(s). A log will be kept of the date and names of the individuals viewing the video. A copy of such documentation will be sent to the Director of Business Services.

Video will be retained on the hard drive of each bus until the hard drive capacity is reached and it is necessary to record over the oldest video. When a reported incident occurs, the bus company manager or administrators of the district will cause the corresponding segment of video to be saved. Such video will be retained until at least the conclusion of the current school year. If necessary, the Director of Business Services or Superintendent shall retain the video longer. Any video retained in any format or on any media is subject to this policy.

Legal Reference: Wisconsin Statutes 942.08(2), 118.125

Cross Reference: Article 174 – Surveillance Cameras

Approved: April 29, 1998

Revised: September 28, 2010