

Melrose-Mindoro School District

Use of Video Camera on School Buses School Board Policy

The School District of Melrose-Mindoro approves the use of the video camera on the 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, providing for safer transportation for our students.

Parents shall be notified once a year via the District Newsletter publication that video cameras are being used on the buses, and a sign shall be placed at the front of each bus indicating that video cameras are being used on that bus.

The Transportation Supervisor, or supervisor's designee, shall determine the rotation as to which bus a video camera shall be located, and maintain a log, to include the date, bus number, and driver. Bus drivers do not need to be informed as to which bus a video camera is operating. Individual drivers and principals may request that the video camera be on a specific bus on designated dates. Parents may contact the Transportation Supervisor and request that a video camera be utilized on a specific bus.

Only the Transportation Supervisor, bus driver, principals, and district administrator shall be authorized to view the videotape for the purpose of documenting a problem, and determining which student(s) may be involved. Disciplinary action may be taken with students based on a video documentation. A student being disciplined based on the viewing of the videotape recording, and/or their parent(s), may view that isolated segment of the videotape that documents the incident they are being disciplined for. The Transportation Supervisor and/or building principal(s) shall view the videotape with the student and/or parent(s) and document the date and names of the individuals viewing the tape.

The videotapes shall not be available for viewing by the public in general, employees in general, media, or other individuals. The principals, the district administrator, or transportation supervisor may authorize other individuals, such as the guidance counselor, school psychologist, teacher, or social worker, to view segments of social worker, to view segments of a specific tape, if such individuals are working with the student on the videotape because of a behavior, emotional, or learning problem and viewing the videotape is beneficial to their role in assisting the student. A log shall be kept of the date and name of the individual(s) viewing the videotape.

If there are no bus problems pertaining to the date a video was taped, the video may be erased or reused after ten student school days or 15 calendar days, whichever occurs first.

Wisconsin Statutes 118.125, 118.13, 120:13(1)