

**SUBJECT: USE OF SURVEILLANCE CAMERAS**

The WSWHE BOCES understands and accepts its responsibility to promote and foster school safety and to ensure a safe and effective learning environment. As a means of fulfilling this responsibility, the BOCES has the authority to maintain control over the workplace regarding the supervision and efficiency of its employees and students. In fact, under Federal and New York law, the BOCES maintains its right to monitor all of its facilities including but not limited to; property within the scope of school grounds, school buildings, and school buses.

The Board of Education and the District Superintendent, maintain the right to implement, install, and utilize video surveillance cameras as a method of monitoring its facilities and to promote and foster a safe, healthy and efficient school environment. The Board of Education has the authority to determine the most appropriate use and implementation of video surveillance cameras on its school grounds, in school buildings, and in school buses. The District Superintendent shall retain the final decision making authority regarding the implementation of video cameras on BOCES grounds, as authorized by the Board of Education.

The BOCES maintains the right to install, utilize, and monitor all video surveillance cameras in "open work areas", such as, but not limited to: entryways, hallways, stairways, auditoriums, cafeterias, driveways and parking lots. In accordance with state and federal laws and regulations, the Board shall ensure that no video surveillance cameras are installed or monitored in certain private areas such as bathrooms, locker rooms, or changing rooms.

Video cameras shall generally be placed in plain view and the BOCES shall ensure that signs indicating the presence of cameras are conspicuously posted. The posted signs, located at all major entrances to any of the school buildings, shall effectively provide all students, staff, employees and visitors with clear notification of the presence of video surveillance. All posted signs shall contain a notice informing staff, students and the general public that the video surveillance equipment may be monitored at any time. Additional notification of the use of video surveillance cameras shall be included in the staff and student handbooks, as provided by the BOCES.

The BOCES shall ensure that such video surveillance does not include the use of any audio recordings; except on school buses; however, this provision shall not preclude the use of audio recordings by any law enforcement officials, in accordance with their official duties and/or as otherwise authorized by state or federal law.

The BOCES maintains sole ownership over any video surveillance footage recorded on BOCES property. The security of all camera recordings shall be maintained by WSWHE BOCES on its premises in their original form, secured to avoid tampering, and kept confidential in accordance with applicable state and federal rules and regulations.

The District Superintendent or designee shall cooperate with law enforcement to grant access to the greatest extent possible.

**Adopted: May 9, 2007**  
**Revised: September 14, 2011**  
**Revised: November 9, 2016**  
**Revised: April 10, 2019**