

CAMERAS IN SPECIAL EDUCATION CLASSROOMS

The Jefferson Davis Parish School Board shall install and operate cameras that record both video and audio in each special education classroom, as required by state law, and in accordance with procedures promulgated by the Superintendent. The School Board shall verify periodically that the cameras remain in operation. Should a camera be out of operation for more than two (2) consecutive days, the school shall provide notice to parents of students in the affected classrooms via normal school communication channels.

Eligibility/Applicability

For purposes of this policy, *classroom* shall mean a self-contained classroom or other special education setting in which a majority of students in regular attendance are provided special education and related services and are assigned to one or more self-contained classrooms or other special education settings for at least fifty percent (50%) of the instructional day. Classroom *shall not* mean special education classrooms and other special education settings where the only students with exceptionalities receiving special education and related services are those who have been deemed to be gifted or talented (under Louisiana Department of Education Bulletin 1508) and have not been identified as also having a disability.

Purpose

In accordance with La. Rev. Stat. Ann. §§17:1948, 17:3996(B)(59), and 44.4.1(B)(9) as amended, the Jefferson Davis Parish School Board adopts and implements this policy applicable to the installation and operation of audio/video recording cameras in certain special education classrooms matters relative to funding and implementation; and other related matters. Audio/Video recording may be made available in certain special education classroom settings for the purposes of promoting student safety in compliance with Louisiana law.

General

The Superintendent shall develop administrative procedures to implement this policy as required by law. The Superintendent shall designate an administrator (Designated District Representative) with responsibility for coordinating implementation of La. Rev. Stat. Ann. §17:1948 in accordance with the Jefferson Davis Parish School Board policy and procedures.

Advance written notice of audio/video installation/recording will be provided, as applicable, to affected parents/legal guardians and staff. Such notice of audio/video recording shall be posted at affected schools.

It is the expectation of the Jefferson Davis Parish School Board staff to be vigilant in their

observation and protection of all students. If a staff member suspects that an audio/video recording shows a violation of federal or state law, the mandatory reporter must report the suspected violation to the Louisiana Department of Children and Family Services (DCFS) or the appropriate law enforcement agency in accordance with state law.

Audio/video recordings captured by the School Board will only be released for viewing to certain individuals as defined by Louisiana statute and the School Board's administrative procedures. Viewings of audio/video recordings shall be limited to the Superintendent or his designee(s) (designated district representative(s)), the parent or legal guardian of a recorded student, or law enforcement officials, as part of an investigation regarding suspected violations of State or Federal laws. District personnel or contractors whose job duties involve installation, operation, or maintenance of the audio/video equipment or the retention of the recordings shall have access to the equipment and recordings only to the extent necessary to fulfill their assigned responsibilities. Continual monitoring of an audio/video feed is prohibited. Standing or on-going requests for viewing recordings are not authorized.

Audio/video recordings are confidential but are not considered personally identifiable information as defined by La. Rev. Stat. Ann. 17:3914. Audio/video recordings shall not be subject to public records requests. Specific exceptions, exemptions, and limitations to laws pertaining to public records are incorporated by reference into La. Rev. Stat. Ann. §17:1948. Audio/video recordings shall be stored in a safe and secure manner whether on-site or off-site servers or in cloud storage.

In accordance with State law, the School Board will ensure retention of captured audio/video recordings for at least one (1) month after the recording date. The Superintendent and his/her designee(s) are authorized to dispose of recordings after a one-month period unless there is an outstanding request for viewing of the recording. No one has a right to obtain a copy of an audio/video recording except that a copy will be released at the request of a student's parent/legal guardian ("Eligible Requestor") in a legal proceeding.

The Jefferson Davis Parish School Board is authorized to accept, administer, and make use of federal, state, and local funds, any public and private grants and donation, and when appropriate, to accept non-monetary resources in the form of services or equipment for use in connection with the installation and operation of audio/video cameras as described in administrative procedures. The use of Individuals with Disabilities Education Act (IDEA) funds and State special education funds to implement the requirements of this policy is prohibited. Any installed cameras must be in compliance with the National Fire Protection Association's Life Safety Code.

Complaints related to audio/video recording or use of audio/video recording shall be filed through the Jefferson Davis Parish School Board's Designated District Representative.

New policy: November 17, 2022
Revised: October 16, 2025

Ref: La. Rev. Stat. Ann. §17:1948; Board minutes, 11-17-22, 10-16-25.