

CAMERAS IN SPECIAL EDUCATION CLASSROOMS

The Jefferson Davis Parish School Board shall develop procedures pursuant to this policy, and upon approval of such request, and receipt of funding, shall install and operate audio/video equipment in an eligible special education classroom upon written request of an eligible requestor, in accordance with state law, and administrative procedures established by the Superintendent within sixty (60) days of receipt of funding for equipment installation or December 31, 2022, whichever occurs first.

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 and for which a parent or legal guardian ("Eligible Requestor") has requested a camera (in writing) to be installed. 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 upon the written request of a parent or legal guardian ("Eligible Requestor"); matters relative to funding and implementation; and other related matters. Audio/Video recording may be made available (pending written request by "Eligible Requestor" and approval by the Superintendent) 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. §17:194 in accordance with the Jefferson Davis Parish School Board policy and procedures.

A parent/legal guardian ("Eligible Requestor") may only request installation of an audio/video camera (in writing) for the self-contained classroom or other special education setting(s) in which the parent/legal guardian's child is in regular attendance.

The Jefferson Davis Parish School Board shall respond to an audio/video camera request subject to this policy, authorizing the request or stating the reason for denial, in accordance with the School Board's administrative 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, requests for 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

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