

**LUZERNE  
INTERMEDIATE  
UNIT #18**

**SECTION: OPERATIONS  
TITLE: TRANSPORTATION-VIDEO/AUDIO  
RECORDING  
ADOPTED: NOVEMBER 18, 2015**

810.2. Transportation – Video/Audio Recording	
1. Purpose	The use of video and audio recording equipment supports efforts to maintain discipline and to ensure the safety and security of all students, staff, contractors, and others being transported on Intermediate Unit-owned, operated, or contracted school buses or school vehicles.
2. Definitions 75 Pa. C.S.A. Sec. 102  75 Pa. C.S.A. Sec. 102	<p><b>School Bus</b> means a motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of preprimary, primary or secondary school students to or from public, private or parochial schools or events related to such school or school-related activities.</p> <p><b>School Vehicle</b> means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary or secondary school students while registered by or under contract to the Intermediate Unit. The term includes vehicles having chartered, group and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children.</p>
3. Authority 18 Pa. C.S.A. Sec. 5704  18 Pa. C.S.A. Sec. 5704	<p>The Board authorizes the use of video and audio recording on school buses and school vehicles.</p> <p>The Board prohibits the use of audio recording on any school bus or school vehicle that is not being used for an Intermediate Unit-related purpose.</p>
4. Delegation of Responsibility  18 Pa. C.S.A. Sec/ 5704	<p>The Board directs the Executive Director or designee to ensure that:</p> <ol style="list-style-type: none"> <li>1. Each school bus and school vehicle that is equipped with video and audio recording equipment contains a clearly posted notice informing drivers and passengers of the potential for video and audio recording.</li> </ol>

<p>18 Pa. C.S.A. Sec/ 5704</p> <p>5. Guidelines Pol. 113.4, 216</p>	<p>2. Parents/Guardians and students are annually informed, by letter mailed to the students' home addresses, of the policy authorizing video and audio recording on school buses and school vehicles.</p> <p>The Intermediate Unit shall comply with the provisions of federal and state law and regulations regarding student record requirements as applicable to the Intermediate Unit's use and disclosure of recordings. Recordings considered part of a student's educational record shall be maintained in accordance with established student record procedures governing access, review and disclosure of student records.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 914-A Wiretap and Electronic Surveillance Act – 18 Pa. C.S.A. sec. 5704 Vehicle Code – 75 Pa. C.S.A. Sec. 102 Intermediate Unit Policy – 113.4, 216, 218, 805.1, 810</p>
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