



AR 3515

Business and Non-Instructional Operations

Campus Security

The Governing Board is committed to providing a school environment that promotes the safety of students, employees, and visitors to school grounds. The Board also recognizes the importance of protecting District property, facilities, and equipment from vandalism and theft.

The Superintendent or designee shall develop campus security procedures, which are consistent with the goals and objectives of the District's comprehensive safety plan and site-level safety plans. Such procedures shall be regularly reviewed to reflect changed circumstances and to assess their effectiveness in achieving safe school objectives.

Surveillance Systems

The Board of Trustees believes that reasonable use of surveillance cameras will help the District achieve its goals for campus security. In consultation with relevant staff members, the Superintendent or designee has identified appropriate locations for the placement of surveillance cameras. Cameras are not to be placed in areas where students, staff, or community members have a reasonable expectation of privacy. Cameras will not be located in areas such as bathrooms, locker rooms, or private offices. Education Code 51512 prohibits the use of a recording device in a classroom without the prior consent of the teacher and principal. Examples of locations where cameras may generally be used include entrances, hallways, parking lots, and playgrounds.

The cameras will not be monitored in "real time" by trained personnel, but the images will be recorded and later used as "evidence." The District has determined that the system will record images 24 hours a day. Because audio surveillance generally requires a warrant, the District's equipment does not have audio capability.

Prior to the operation of the surveillance system, the Superintendent or designee shall ensure that signs are posted at conspicuous locations at affected school buildings and grounds. These signs shall inform students, staff, and visitors that surveillance may occur. The Superintendent or designee shall also provide prior written notice to students and parents/guardians about the District's surveillance system in the Annual Parent Notice and that matters captured by the camera may be referred to local law enforcement, as appropriate.

Superintendent of Schools: Jim Coombs

Board of Trustees: Karen L. Shaw, Anastasia M. Shackelford, Anthony A. Zegarra, Christine J. Berg, Regina L. Woods



Lowell Joint School District

A Tradition of Excellence Since 1906

"Home of Scholars and Champions"



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Pursuant to 20 USC 1232(g) (Family Educational Rights and Privacy Act) and Education Code 49061, any recording or image of a student collected by the District is considered a "student record" and thus is subject to those laws regarding access, disclosure, and retention. In addition, a recording or image of a staff member that may be used in a personnel action is subject to the laws regarding personnel records, including an employee's right to comment on derogatory information placed in his/her file.

To the extent that any images from the District's surveillance system create a student or personnel record, the Superintendent or designee shall ensure that the images are accessed, retained, and disclosed in accordance with law, Board policy, administrative regulation, and any applicable collective bargaining agreements. A copy of any video surveillance will not be provided to parents, community members, or the media, unless a subpoena signed by a judge is submitted to the District.

Policy Adopted: January 8, 2024

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