

ADDENDUM TO MEMORANDUM OF UNDERSTANDING BETWEEN  
THE RAYMOND SCHOOL DISTRICT AND THE RAYMOND POLICE DEPARTMENT

A goal of the Raymond School Board (“Board”) is to provide a safe learning environment for its students and staff. To that end, the Board recognizes that cooperation with law enforcement agencies will help protect students, staff, and visitors and help maintain a safe environment in schools, and safeguard Raymond School District (“District”) property.

The Board believes that the District’s video monitoring system can be a valuable tool to monitor activity on school property to help protect students, staff, and visitors to the schools as well as police and other law enforcement personnel if and when they respond to safety emergencies at the schools.

The School Board recognizes that real time monitoring of the District’s video monitoring system by police and other law enforcement responders during a safety emergency at the schools and of the exterior of school buildings when school is not in session, is permitted by FERPA because it does not involve the release of a “student record” and furthermore the release of a student record in a health or safety emergency is permitted by FERPA.

In order to allow the police and law enforcement access to the District’s live video monitoring during a response to a safety emergency at Raymond schools and to the exterior of the school buildings when school is not in session, the Board and the Raymond Police Department agree to the following additional terms to their Memorandum of Understanding, dated \_\_\_\_\_:

1. A safety emergency is defined as an articulable and significant threat where police response is necessary to keep from harm, attack or injury students, staff, visitors, or other persons.
2. The Raymond Police Department will be permitted real time access to the District’s video monitoring system and cameras. The Police Department will not make any recording of any video from the District’s video monitoring system when it accesses the system.
3. Access to such view-only video monitoring will be limited to the staff of the Raymond Police Department. Other law enforcement personnel working with the Police Department who respond to a safety emergency at the District’s schools may be permitted to view the video monitoring as they monitor response of their personnel to a safety emergency.
4. The Superintendent of his/her designee may review any access by the police to the District’s video monitoring system, and will note the date and time of any such access.
5. Video-only cameras (no audio) will only be located in public areas at District schools and on District property and will be positioned so that they can only focus on and view areas where there is no reasonable expectation of privacy. No audio recording will be made by the monitoring system located at the District’s schools. (Audio recording may be made on District buses in accordance with District policy and state law.)
6. The Police Department will not under any circumstances make or allow others to make any recording while using the District’s video monitoring system.

7. Any and all recordings from the District's video monitoring system made by the District will remain the property of the District. If an incident is reported, a record may be made and a recording may be retained by the District for as long as the Superintendent or his/her designee deems appropriate. Otherwise, recordings will not be retained on an ongoing basis. Release of any recordings to the Raymond Police Department, or other law enforcements responder will only be made in accordance with state and federal law, including the Family Educational Rights and Privacy Act 20 U.S.C. 12329 (FERPA) and applicable School District policy.

Date: \_\_\_\_\_

The Raymond Police Department

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Raymond School District

By: \_\_\_\_\_

Title: \_\_\_\_\_

Proposed Policy Second Reading: May 15, 2019