

STUDENT ELECTRONIC RECORDING

The Rice Lake Area School District Board of Education recognizes that the use of electronic recording devices by students can, in some instances, enhance and support student learning. This policy acknowledges the benefits of these devices and recognizes the accommodations needed by students with disabilities, while also promoting student learning and diverse learning styles, creating a safe classroom and learning environment, discerning public from private space, respecting the privacy of all individuals within the classroom environment, providing for informed consent, and reflecting possible consequences, legal and otherwise, that may result from the distribution of recorded materials.

SCOPE

This policy applies to individual students and to the individual use of any electronic recording device, including, but not limited to, cellular telephones, digital cameras, stand-alone video cameras, Internet accessible webcams, video recorders, audio recorders, and personal laptop computers. For the purposes of this policy, “recording” is defined as audio, still photo, or video, whether captured by audio, digital, or future recording device. This policy is intended to apply to students when they are at school, participating in any school-sponsored activity, and at all other times when the student is subject to the authority and supervision of District officials.

EXISTING POLICIES AND PRACTICES

This policy does not guarantee students access to and/or use of electronic recording devices. Access to and use of such devices is a privilege and is restricted by and must comply with existing district policies and practices including, but not limited to, the Sexual Harassment Policy, the Student Handbook, the Guidelines for Responsible Use of Technology Resources by Students, applicable building procedures, district policies, and State and Federal laws.

EXPECTATION OF PRIVACY

The use of electronic recording devices is strictly prohibited in areas in which there is a reasonable expectation of privacy. Such spaces may include, but are not limited to, bathrooms, locker rooms, and changing rooms. (Ref. 731.1 Locker room Policy)

PERMITTED USE

In other common or shared areas in the district such as classrooms, hallways, and other spaces recording is permitted, provided permission has been granted by the individual or group that is the subject of said recording and the recording activity adheres to the Guidelines for Responsible Use of Technology Resources by Students (Ref 363 Rule). Further, any recording of instruction material made by a student is to be used for that student’s personal academic study and review only. Lectures and other classroom instruction are the sole intellectual property of the district. As such, sharing or distributing (electronically or otherwise) without the district’s expressed written permission is prohibited and is subject to disciplinary action.

When carrying out school emergency response plans an administrator or other staff

member may direct students to turn off their personal electronic devices so that emergency communication networks are not overwhelmed and so that emergency response efforts are not jeopardized.

SPECIFICITY

Permission requests must be sufficiently specific in defining the scope and duration of recording requested along with the intended purpose and use of the recording. In most cases, verbal permission is sufficient however, written permission is encouraged especially in instances where the recording will be transmitted, broadcast, shared, or used in any manner other than exclusive personal use.

EXCLUSIONS

In circumstances where a student is recording as an agent for or representative of a district affiliated organization or club (for example as a member of a Yearbook Club or athletics team) this policy does not apply. In such circumstances any recording would be the property of the district and it is the responsibility of the supervising staff member to ensure that, if needed, permission has been obtained.

VIOLATIONS

Violation of this policy will subject students to the regular disciplinary processes and procedures of the district and may result in disciplinary and/or legal action. The particular consequences for violations of this policy shall be determined by school administrators. The district administrator or designee and the board shall determine when expulsion and/or legal action or actions by the authorities are appropriate.

Legal Ref:

Cross Ref: Policy #731.1 Locker room policy, Policy/Rule #363, Guidelines for Responsible Use of Technology Resources by Students

Adopted: 08/24/2020

Revised: