



March 1, 2009

**ADMINISTRATIVE MEMORANDUM NUMBER ONE-HUNDRED EIGHT**  
**DEPLOYMENT OF SECURITY CAMERAS AND SYSTEMS**

**I. PURPOSE**

Security cameras are an integral part of the district's security system. Images captured by the system are recorded and accessible at the school site. This memorandum establishes regulations for the use of those recordings.

**II. ACCESS TO IMAGES**

Images recorded at the school may be used for school and district administrative purposes. Images of students at the school shall be treated as educational records under Administrative Memorandum 45.

**III. DUPLICATION OF IMAGES**

Images are also "protected records" and shall be duplicated ONLY by Granite School District Police Department personnel. Requests for duplication shall be made in writing and forwarded to the Granite School District Police Department.

/s/

Dr. Stephen F. Ronnenkamp  
Superintendent