

MEMORANDUM OF UNDERSTANDING: SURVEILLANCE

Surveillance

The purpose of surveillance equipment is to secure the buildings. The purpose of surveillance equipment is not to evaluate the performance of employees or to monitor their behavior or conduct.

Surveillance shall only occur in common areas.(e.g. hallways, parking lots, grounds, cafeterias, learning centers, and gymnasiums) Surveillance equipment will not be utilized to observe employee performance or otherwise be accessed as documentation in the employee evaluation process.

Data from the surveillance equipment may be reviewed by the District's personnel in connection with investigations of suspected criminal conduct or security violations or incidents. Access to data involving District personnel will be limited to appropriate administrative personnel and police liaison officers. Such review will take place in the office of one of the parties listed above. If the review of data inadvertently reveals alleged incidents of employee misconduct, the following process will be followed:

- (a) The Employee and the Association will be notified if the District intends to investigate the alleged employee misconduct incident. Such notification shall be in writing.
- (b) The Association representative or the Employee's representative may review the data depicting the alleged employee misconduct.
- (c) The employee has the right to be represented in all investigatory meetings regarding alleged misconduct unless the employee declines representation. For further information see Article III: Employee Rights and Responsibilities, Section B of this Agreement.
- (d) Any Discipline that may be imposed against the employee as a result of the misconduct investigation shall be in accordance with the applicable provisions in this Agreement.

Data from surveillance equipment may be stored for up to thirty (30) calendar days unless there is cause to believe that such data would document a criminal or security incident.

At the time surveillance equipment is activated in each school building, all employees at that school shall be informed in writing, of the use of the surveillance equipment. All new employees will be notified in writing, of the use of the surveillance equipment as part of the new employee orientation.

PEKIN PUBLIC SCHOOLS
DISTRICT 108

By:



Title:

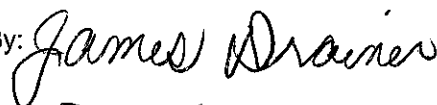
Bd. Pres.

Date:

12/17/07

EDUCATION ASSOCIATION OF PEKIN
IEA/NEA

By:



Title:

President of EAP

Date:

12/17/07