

STUDENT IMAGING POLICY

1.0 Purpose

The Barbour County Board of Education recognizes the need to develop and maintain a comprehensive, efficient student record system. To that end, Barbour County Schools will annually secure a visual image of each student for the purpose of proper student identification and to ensure student safety. The visual image will be secured and maintained in the student's educational records. The Barbour County Board of Education also supports the notion that parents/guardians desire an annual school photograph(s) of their child. Therefore, Barbour County Schools may provide parents/guardians the opportunity to purchase school pictures of their child.

2.0 Scope

- 2.1 The Superintendent shall designate a county office administrator to coordinate the county-wide visual imaging process.
- 2.2 The Superintendent shall develop appropriate procedures that will support the annual procurement of a visual image of each student enrolled in Barbour County Schools. The procedures shall adhere to the current purchasing/bidding procedures followed by Barbour County Schools.
- 2.3 The Superintendent shall also develop procedures that address the procurement of all visual images other than annual school pictures. The procedures shall adhere to the current purchasing/bidding procedures followed by Barbour County Schools.
- 2.4 All school administrators shall follow the procedures within the given timelines. Given the date of BOE approval for this revision, timelines shall not apply for the 2009/10 school year.

Authority: Board of Education Minutes

Adopted: 6/3/80

Revised: 09/14/2009; 1983