
ADMINISTRATIVE POLICY

INSTRUCTION

SUMMARY

Salem-Keizer School District is dedicated to providing a safe and healthy learning and teaching environment for all students, staff, and visitors.

DEFINITIONS

District Property

Includes but is not limited to real property, computers, lockers, cabinets, desks, bookcases, vehicles, and items controlled or directed by school officials in the support of educational-related programs or activities.

Personal Property

Includes but is not limited to the individual, clothes worn by the individual, purse, book bag, backpack, other container used to carry belongings, cellular phone or other mobile electronic device, automobile or other vehicle when parked on district property.

Metal Detector

A metal detector, such as a weapons detection system, is a security technology that uses artificial intelligence and sensors to identify potential weapons, metal contraband, and other threats in real time.

Reasonable Suspicion

A level of suspicion that results from specific facts that can be articulated to form an objective opinion that a person has committed or is about to commit a violation of the student discipline code, school policy, procedure, or Oregon law. The search shall be "reasonable in scope." That is, the measures used are reasonably related to the objectives of the search, the unique features of the official's responsibilities, and the area(s) which could contain the item(s) sought and not excessively intrusive in light of the age, sex, maturity of the student and nature of the infraction. An alert from a metal detector meets the reasonable suspicion threshold to conduct a search for a potential weapon or other metal contraband.

INSTRUCTION

1. Based upon reasonable suspicion, school officials have the authority to conduct searches of district property and the personal property of students while attending school or school-sponsored events. When conducting a search in accordance with this policy, school officials have the authority to seize unauthorized, illegal or unsafe materials, and/or identify unsafe conditions as a proactive response to keeping schools safe.
 - a. Students who refuse to be searched may be subject to disciplinary consequences due to school personnel making the determination that the student is in possession of an item that is in violation of school policy.
 - b. Strip searches are prohibited. This does not include shoes, socks, outerwear such as a coat/jacket, hat, mittens/gloves, or earmuffs.
 - c. Body fluid tests are prohibited.
2. Metal detectors, including walk-through and hand-held devices, may be used when the Superintendent determines that there is a need for such detectors based upon reasonable information of a history of: (1) Metal or dangerous objects found at school, on district property, at a school function or in the vicinity of the school; or (2) Incidents of violence involving metal at a school, on district property, at a school function or in the vicinity of the school. The District has the right to require metal detector checks upon entering a district property or attending a school-sponsored event on district property. When metal detectors are set

up at an entrance to a school or event, all students and visitors are required to walk through the metal detector to enter the premises.

- a. Any student attempting to evade a metal detector or refusing to open a bag or parcel to be searched or otherwise refusing to cooperate in the use of the metal detector, will be deemed in violation of this policy and the student discipline code and may be subject to disciplinary consequences.
 - b. This does not include those individuals who have requested to be exempted from the metal detection process due to a health condition or implanted medical device. The District may require a doctor's note from any person subject to this policy requesting exemption from the process. In the cases of a medical exemption, the student's or visitor's belongings will be hand searched by a staff member prior to entering district property.
 - c. Metal detector checks shall be done in a minimally intrusive, nondiscriminatory manner. No metal detector searches shall be conducted in any manner that discriminates against a student on the basis of race, sex, religion, disability or other protected classes.
 - d. All student handbooks shall contain: The Salem-Keizer School District may use metal detectors in all district properties, and at all school activities.
3. No search may be performed without authorization from a school administrator or an alert from the metal detector.
- a. Whenever possible, a school administrator will be present for a search, but an administrator's presence is not required so long as the staff members conducting the search have received direct authorization from the school administrator to proceed with the search.
 - b. School administrators may designate staff to regularly conduct searches required by safety plans, IEP's, or Section 504 plans.
 - c. Whenever possible, searches of items will be done with the consent of the student and in their presence.
 - d. Trained staff operating metal detectors are authorized to conduct a search when the metal detector alerts.
 - e. School administrators will ensure that any designated staff assigned to search students receives annual training from Safety and Risk Management Services.
4. If unauthorized, illegal, or unsafe materials are discovered during any type of search, school officials will exercise one or all of the following options:
- a. Seizure of contraband;
 - b. Report to the proper authorities; or
 - c. Initiate the district discipline policy and procedure.
5. The District may conduct canine searches of school property if school officials have reasonable information of a history of: (1) Drugs and/or drug paraphernalia use/possession at school, on district property, at a school function or in the vicinity of the school; or (2) Incidents of violence or health emergencies involving drugs and/or drug paraphernalia at a school, on district property, at a school function or in the vicinity of the school. After such need has been determined, drug-detection dogs may be used to sniff out contraband in district-owned storage areas or in student vehicles parked on district property upon reasonable suspicion to believe that contraband is in the area or vehicle. Drug-detection dogs will not be used for general searches.
- a. Security personnel and/or police who are authorized and trained to conduct the canine search will be accompanied by a school administrator.
6. Attendance at Activities

- a. When students are attending student activities that are considered a privilege such as school dances, whether on or off campus; school officials may test students and guests for alcohol prior to allowing their admission.
- b. Breathalyzer tests may only be administered by school officials who have been properly trained to administer breathalyzer tests. Breathalyzer tests may only be administered with a breathalyzer testing machine owned, maintained, and calibrated by a law enforcement agency or by the District in accordance with the manufacturer's instructions.
- c. Students attending school events shall be selected for breathalyzer testing using a predetermined randomization method that gives each student an equal chance of being selected (e.g. every Nth student to arrive, every Nth student on the roster, roll the dice, pick a card, spin the wheel, etc.).
- d. When a breathalyzer test is administered at random, a student's refusal to participate or a positive test result shall be used as a basis for denying the student the privilege of attending the school event.
- e. Appropriate steps shall be taken to protect student privacy during breathalyzer testing.
- f. Those who test positive will be evaluated further, may not be granted admission, and may suffer additional consequences.

APPLICABILITY

- This policy applies to all staff and students, and visitors when entering district facilities.

APPROVAL AUTHORITY

- K-12 Education Office

REVISION HISTORY

- 09/24/2012 – Policy created and approved
- 02/15/2019 – Added notification of canine searches
- 01/31/2023 – General review and updates
- 10/29/2024 – Updated to accessible template, reorganized and added metal detector procedures
- 12/20/2024 – Added policy and practice for introduction of metal detectors. Refined language for canine searches.