

SECTION: Students

CATASAUQUA AREA SCHOOL DISTRICT

TITLE: Reporting and Records

Retention Regarding Discipline and
Violence in Schools.

ADOPTED: November 10, 2005

REVISED: November 10, 2005

REVIEWED: November 10, 2005

215	<p><u>PURPOSE</u></p> <p>The Board of School Directors joins the Pennsylvania General Assembly and the United States Congress in expressing grave concern about the culture of violence and fear that is arising in our public schools. All children, teachers, and other school personnel have the right to teach and learn together in an environment free from the threat of violence and injury. The Board adopts this policy with the intent to implement in full the requirements of state and federal laws concerning the possession, handling, or transmission of weapons on school premises, at any school sponsored activities, or on any public conveyance providing transportation to or from a school or school sponsored activity, The Board does not intend this policy to expand any right or responsibility of any party beyond those requirements.</p> <p><u>DEFINITION</u></p> <p>Weapon. The term weapon shall include, but not be limited to any knife, cutting instrument, cutting tool, nunchakus, firearm, shotgun, rifle, and any other tool, instrument or implement capable of inflicting serious bodily harm. 24 P.S. λ 13-1303-A (B).</p>	<p>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38</p>
-----	---	---

Policy #215 – Reporting and Records Retention Regarding Discipline and Violence in School – Page 2

AUTHORITY

Report to Office of Safe Schools

The District shall report all new incidents involving acts of violence or possession of a weapon by any person on school premises at least twice a year, as provided by the Office of Safe Schools on such form (s) as may be developed and provided by that office. The report shall include, as follows:

- (1) age or grade of student;
- (2) name and address of school
- (3) circumstances surrounding the incident, including type of weapon;
- (4) sanction imposed by the school;
- (5) notification of law enforcement;
- (6) remedial programs involved;
- (7) parental involvement required; and
- (8) arrest, convictions and adjudications, if known.

If a person other than student is involved, the report shall state the relationship of the individual involved, if any, to the school entity. 24 P.S. λ 13-1303-A (B).

Memorandum of Understanding with Law Enforcement

The District shall develop a memorandum of understanding with local law enforcement which sets forth procedures to be followed when an incident involving an act of violence or possession of a weapon by any person occurs on school premises. The District shall cooperate with local law enforcement and the Pennsylvania State Police in the development of law enforcement protocols.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48

Policy #215 – Reporting and Records Retention Regarding Discipline and Violence in School – Page 3

24 P.S. λ 13-1301-A (C).

Student Admission to the District

Prior to the admission to any school within the District, the parent, guardian or other person having control or charge of a student shall, upon registration, provide a sworn statement of affirmation stating whether the pupil was previously suspended or expelled from any public or private school in Pennsylvania or any other state for an act or offense involving weapons, alcohol or drugs, or for the willful infliction of injury to another person or for any act of violence against persons and/or property committed on school premises. This registration shall be maintained as part of the student’s disciplinary record. 24 P.S.λ13-1304-A (A).

A willful false statement made under this section is a misdemeanor of the third degree and shall be reported immediately to the appropriate authorities. 24 P.S. λ13-1304-A (B).

Student Transfer

Whenever a pupil transfer from the District to another school entity, a certified copy of the student’s disciplinary record shall be transmitted upon request to the school entity to which the pupil has transferred. Once the school entity to which the student has transferred requests the record, and the District shall supply a certified copy of the student’s disciplinary record within ten days from receipt of the request. 24 P.S. λ 13-1304-A (B).

Permission of the parent, guardian, or other person having control or charge of the student shall not be required for transfer of the individual student’s record to

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48

Policy #215 – Reporting and Records Retention Regarding Discipline and Violence in School – Page 4

another school entity within Pennsylvania or in another state in which the student seeks enrollment or is enrolled. 24 P.S. λ13-1306-A.

Availability of Record

A student’s disciplinary record, as well as records maintained under this policy, shall be available for inspection to the student and his parent, guardian or other person having control or charge of the student, to District officials and to state and local law enforcement officials as provided by law. 24 P.S. λ13-1306-A.

Maintenance of Records

The District shall maintain updated records of all incidents of violence, incidents involving possession of weapons and convictions of adjudications of delinquent acts, as defined in 42 Pa.C.S. Section 6302, for acts committed on school premises by students enrolled therein on both a district-wide and school-by-school basis.

Records maintained under this section shall be contained in a format developed by the Pennsylvania State Police in cooperation with the Office of Safe Schools. A statistical summary of these records shall be made assessable for examination by the public during regular business hours. 24 P.S. λ13-1307-A

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48