

P2351 SCHOOL SAFETY AND SECURITY INCIDENT REPORTING

BOARD POLICY:

Any school employee who knows or has reason to believe that an act has been committed at school, on school property or at a school supervised activity and that the act involved conduct which constitutes the commission of a felony or a misdemeanor, or which involves the possession, use of, or disposal of explosives, firearms, or weapons is required to make an immediate report to the appropriate state or local law enforcement agency.

Information regarding identified students will be reported to school employees as required by state law. This information will also be compiled and reported annually, as required, to the State Board of Education.

Administrative Implementation Procedures:

1. School employee and administrators shall promptly notify the building principal or designee that they know or have a reason to believe that an act which constitutes the commission of a felony or a misdemeanor, or which involves the possession, use of, or disposal of explosives, firearms, or weapons has been committed at school, on school property, or at a school supervised act. The notification to the building principal or designee does not relieve the duty to report such incident to appropriate state or local law enforcement agencies. An immediate report will be made to the appropriate state or local law enforcement agency.
2. A written USD No. 259 Security Incident Report will be immediately completed by the principal, or designee and submitted to the Safety Services Department. The Division Director of Safety and Environmental Services or designee will compile and report to the State Board of Education the types and frequency of criminal acts including arrests and referrals to law enforcement or juvenile intake and assessment services in connection to the criminal act disaggregated by occurrences at schools, on school property, or at school supervised activities. This report shall be incorporated into and become part of the current report required under the Quality Performance Accreditation system.
3. Nothing in this policy shall be construed or operate in any manner so as to prevent any school employee from reporting criminal acts to school officials and to appropriate state and local law enforcement agencies.

Administrative Responsibility: Safety Services

Latest Revision Date: January 2020

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