# LENAPE TECHNICAL SCHOOL

SECTION: OPERATIONS

TITLE: RELATIONS WITH LAW ENFORCEMENT AGENCIES

ADOPTED: November 21, 2019

REVISED: September 19, 2024
March 19, 2026

## 805.1 RELATIONS WITH LAW ENFORCEMENT AGENCIES

**Purpose**

The Joint Operating Committee recognizes that cooperation with law enforcement agencies is considered essential for protecting students and staff, maintaining a safe environment, and safeguarding school property.

**Authority**

It shall be the policy of the Joint Operating Committee to establish and maintain a cooperative relationship between the school and law enforcement agencies with jurisdiction over school property in maintaining school safety and security; responding to school safety and security reports; and reporting and resolution of incidents that occur on school property, at any school-sponsored activity, or on any conveyance providing transportation to or from the school or a school-sponsored activity.[1][2][3][4][5]

The Joint Operating Committee directs the Administrative Director to execute and update, on a biennial basis, a memorandum of understanding with each law enforcement agency that has jurisdiction over school property in accordance with state law and regulations.[1][2][6]

**Definitions**

**Incident** – an instance involving an act of violence; the possession of a weapon by any person; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco products by any person on school property; or conduct that constitutes an offense listed in the school safety and security provisions of School Code.[2][7][8][9][10][11][12][13][14][15][16]

**Guidelines**

Memorandum of Understanding

In accordance with state law and regulations, the Administrative Director shall form an advisory committee composed of relevant school staff to assist in the development of a memorandum of understanding with law enforcement. The Administrative Director shall execute and update, every two (2) years, a memorandum of understanding with each law enforcement agency that has jurisdiction over school property. The memorandum of understanding shall be signed by the Administrative Director, chief of police of the law enforcement agency with jurisdiction over the relevant school property and building administrator of each building, and be filed with the PA Department of Education.[1][2][6]

In developing and updating the memorandum of understanding, the school shall consult and consider the model memorandum of understanding, in accordance with applicable law and regulations. [1][2][6]

The memorandum of understanding shall comply with state law and regulations and set forth:[1][2][6]

1. A procedure for law enforcement agency review of the school's annual incident report required by law, prior to the Administrative Director filing the report
2. with the PA Department of Education.

3. A procedure for the resolution of incident data discrepancies in the report prior to filing the report.

4. **A procedure for the timely coordination between the school's threat assessment team and the law enforcement agency, as necessary.[17]**

5. Additional matters pertaining to crime prevention agreed to between the Administrative Director and the law enforcement agency.

Students with Disabilities

The school shall provide a copy of its administrative regulations and procedures for implementing behavior support plans to each law enforcement agency that has jurisdiction over school property. Updated copies shall be provided each time the administrative regulations and procedures are revised by the school. [18][19]

The school shall invite representatives of each law enforcement agency that has jurisdiction over school property to participate in school training on the use of positive behavior supports, de-escalation techniques and appropriate responses to student behavior that my require intervention. [18][19][20]

Referral to Law Enforcement

The Administrative Director or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from the school or a school-sponsored activity, to the law enforcement agency that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with law enforcement and Joint Operating Committee policies.**[1][2]**[7][9][10][11][12][13][14][15][16][19][27][28][29][30]

**School Safety and Security Incidents** Report

Annually, by July 31, the Administrative Director shall report on the designated form, to the PA Department of Education, all new incidents as required by state law.[2]

Prior to submitting the incidents report, the Administrative Director and each law enforcement agency having jurisdiction over school property shall do all of the following:[2]

1. No later than thirty (30) days prior to the deadline for submitting the report to the PA Department of Education, the Administrative Director shall submit the report to the law enforcement agency that has jurisdiction over the relevant school property. The law enforcement agency shall review the report and compare the data regarding criminal offenses and notification of law enforcement to determine whether the report accurately reflects law enforcement incident data.

2. No later than fifteen (15) days prior to the deadline for the Administrative Director to submit the report to the PA Department of Education, the law enforcement agency shall notify the Administrative Director, in writing, whether the report accurately reflects law enforcement incident data. Where the law enforcement agency determines that the report accurately reflects law enforcement incident data, the chief of police shall sign the report. Where the law enforcement agency determines that the report does not accurately reflect law enforcement incident data, the law enforcement agency shall indicate any discrepancies between the report and law enforcement incident data.

3. Prior to submitting the report to the PA Department of Education, the Administrative Director and the law enforcement agency shall attempt to resolve any discrepancy between the report and law enforcement incident data. If a discrepancy remains unresolved, the law enforcement agency shall notify the Administrative Director and the PA Department of Education in writing.

4. Where a law enforcement agency fails to take action as required above, the Administrative Director shall submit the report to the PA Department of Education and indicate that the law enforcement agency failed to take the required action.

**PSBA Revision 12/25 © 2025 PSBA**

Legal References
1. 24 P.S. 1306.2-B
2. 24 P.S. 1319-B
3. 22 PA Code 10.1
4. Pol. 805
5. Pol. 805.2

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| | 6. 22 PA Code 10.11<br>7. 22 PA Code 10.2<br>8. 35 P.S. 780-102<br>9. Pol. 218<br>10. Pol. 218.1<br>11. Pol. 218.2<br>12. Pol. 222<br>13. Pol. 227<br>14. Pol. 323<br>15. Pol. 351<br>16. Pol. 904<br>17. 24 P.S. 1302-E<br>18. 22 PA Code 10.23<br>19. Pol. 113.2<br>20. 22 PA Code 14.133<br>21. Pol. 216<br>22. Pol. 333<br>23. Pol. 806<br>24. Pol. 819<br>25. Pol. 824<br>26. Pol. 113.3<br>27. 22 PA Code 10.21<br>28. 22 PA Code 10.22<br>29. Pol. 103.1<br>30. Pol. 113.1<br>22 PA Code 10.24<br>75 Pa. C.S.A. 3345.1<br>Copyright PSBA 2025 |