

# UPPER BUCKS COUNTY TECHNICAL SCHOOL

SECTION: OPERATIONS

TITLE: RELATIONS WITH LAW  
ENFORCEMENT AGENCIES

ADOPTED: September 19, 2013

REVISED:

805.1. RELATIONS WITH LAW ENFORCEMENT AGENCIES	
<p>1. Purpose</p>	<p>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.</p>
<p>2. Authority SC 1303-A Title 22 Sec. 10.1</p>	<p>It shall be the policy of the Joint Operating Committee to establish and maintain a cooperative relationship between the school and local police departments in the reporting and resolution of incidents that occur on school property, at any school-sponsored activity, or on any conveyance providing transportation to or from school or a school-sponsored activity.</p>
<p>SC 1303-A Title 22 Sec. 10.11</p>	<p>The Joint Operating Committee directs the Executive Director to execute and update, on a biennial basis, a memorandum of understanding with each local police department that has jurisdiction over school property in accordance with state law and regulations.</p>
<p>3. Definition SC 1303-A Title 22 Sec. 10.2 35 P.S. Sec. 780-102</p>	<p><b>Incident</b> - 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 by any person on school property; or conduct that constitutes an offense listed under the Safe Schools Act.</p>
<p>4. Guidelines</p>	<p><u>Memorandum Of Understanding</u></p>
<p>SC 1303-A Title 22 Sec. 10.11</p>	<p>In accordance with state law and regulations, the Executive Director shall execute and update, every two (2) years, a memorandum of understanding with each local police department that has jurisdiction over school property. The memorandum of understanding shall be signed by the Executive Director, police chief and building administrator of each building, and be filed with the Office for Safe Schools.</p>

<p>SC 1303-A Title 22 Sec. 10.11</p>	<p>In developing and updating the memorandum of understanding, the school shall consult and consider the State Board of Education model memorandum of understanding. If the school’s memorandum of understanding with local law enforcement contains substantive differences from the State Board of Education model memorandum of understanding, the Executive Director shall provide a written statement which identifies the differences and the reasons for the differences as part of the biennial filing with the Office for Safe Schools.</p>
<p>Pol. 218, 218.1, 218.2, 222, 227</p>	<p>The memorandum of understanding shall comply with state law and regulations and set forth procedures to be followed regarding incidents that include, but are not limited to, acts of violence, weapons, terroristic threats, controlled substances, alcohol and tobacco.</p>
<p>SC 1303-A</p>	<p>The memorandum of understanding may specify other matters related to crime prevention mutually agreed upon by the Executive Director and the local police department that has jurisdiction over the school property.</p>
<p>Title 22 Sec. 10.23 Pol. 113.2</p>	<p><u>Students With Disabilities</u></p> <p>The school shall provide a copy of its administrative regulations and procedures for implementing behavior support plans to each local police department that has jurisdiction over school property. Updated copies shall be provided each time the administrative regulations and procedures are revised by the school.</p>
<p>Title 22 Sec. 10.23, 14.133 Pol. 113.2</p>	<p>The school shall invite representatives of each local police department 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 may require intervention.</p>
<p>SC 1302.1-A, 1303-A Title 22 Sec. 10.2, 10.21, 10.22 Pol. 103.1, 113.1, 113.2, 218, 218.1, 218.2, 222, 227, 323, 351, 904</p>	<p><u>Referral To Law Enforcement</u></p> <p>The Executive 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 school or a school-sponsored activity, to the local police department 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 local law enforcement and Joint Operating Committee policies.</p>

SC 1303-A	<p><u>Safe Schools Report</u></p> <p>Annually, by July 31, the Executive Director shall report on the designated form, to the Office for Safe Schools, all new incidents as required by state law.</p> <p>Prior to submitting the Safe Schools report, the Executive Director and each police department having jurisdiction over school property shall do all of the following:</p> <ol style="list-style-type: none"><li>1. No later than thirty (30) days prior to the deadline for submitting the Safe Schools report to the Office for Safe Schools, the Executive Director shall submit the report to the police department with jurisdiction over the relevant school property. The police department shall review the report and compare the data regarding criminal offenses and notification of law enforcement to determine whether the report accurately reflects police incident data.</li><li>2. No later than fifteen (15) days prior to the deadline for the Executive Director to submit the report to the Office for Safe Schools, the police department shall notify the Executive Director, in writing, whether the report accurately reflects police incident data. Where the police department determines that the report accurately reflects police incident data, the chief of police shall sign the report. Where the police department determines that the report does not accurately reflect police incident data, the police department shall indicate any discrepancies between the report and police incident data.</li><li>3. Where a police department fails to take action as required above, the Executive Director shall submit the report to the Office for Safe Schools and indicate that the police department failed to take the required action.</li></ol> <p>References:</p> <p>School Code – 24 P.S. Sec. 1302.1-A, 1303-A</p> <p>PA Controlled Substance, Drug, Device and Cosmetic Act – 35 P.S. Sec. 780-102</p> <p>State Board of Education Regulations – 22 PA Code Sec. 10.1, 10.2, 10.11, 10.21, 10.22, 10.23, 10.24, 14.133</p> <p>Joint Operating Committee Policy – 103.1, 113, 113.1, 113.2, 218, 218.1, 218.2, 222, 227, 323, 351, 805, 904</p>
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