

EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: SUPPLEMENTAL DISCIPLINE
RECORDS

ADOPTED: August 19, 2002

REVISED: December 15, 2008

<p>1. Authority Title 42 —Sec. 6341 —SC 1304-A</p> <p>2. Guidelines Title 42 —Sec. 6341</p>	<p style="text-align: center;">216.1. SUPPLEMENTAL DISCIPLINE RECORDS</p> <p>The school district shall maintain required records concerning adjudicated students adjudicated delinquent and transfer students disciplined for offenses involving weapons, alcohol, drugs and violence on, <u>or within 1,500 feet of</u> school property.<u>[1][2][3][4][5]</u></p> <p><u>Adjudicated Students</u></p> <p><u>The building principal or designee shall receive from the court, through the juvenile probation office, information concerning the adjudication of an enrolled student. The information may include, but not be limited to, the name and address of the student, a description of the delinquent acts committed by the student and the disposition of the case. If the student is adjudicated delinquent of a felony offense, the building principal or designee may receive additional information, including but not limited to juvenile probation or treatment reports pertaining to the adjudication, prior delinquent history and the supervision plan. Other information may be provided as deemed necessary by the juvenile probation office unless restricted by a court order or other applicable law or regulation.[4][5]</u></p> <p><u>Upon receipt, the building principal or designee shall send a written acknowledgement to the juvenile probation office of the receipt of the information, including acknowledgement of the requirements and restrictions of the district regarding such information.[5]</u></p> <p>Through the juvenile probation department, the court shall report to school principals information concerning the adjudication of an enrolled student. Such reports shall include a description of delinquent acts committed by the student, disposition of the case, probation or treatment reports, prior delinquent history, the supervision plan, and any other information deemed necessary.</p> <p>The school principal <u>or designee shall</u> must share this information with the student's teacher and the principal of another school to which the student may transfer. <u>The information shall be used for the limited purposes of protecting school personnel and students, and arranging for appropriate counseling and education for the students.[4][5]</u></p>
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<p>SC 1304-A</p>	<p><u>The information may be used for school disciplinary decisions only if: the student was under the supervision of the Board at the time of the incident; the act(s) took place within 1,500 feet of school property; and the school has complied with all other statutory, regulatory and constitutional provisions relative to the imposition of school discipline.</u>[4][5][6][7][8][9]</p> <p>Required reports<u>The information received from the juvenile probation office</u> concerning an adjudicated student shall be maintained separately from the student's official school record.[4][5]</p> <p><u>Transfer Students Records Regarding Student Enrollment – Sworn Statement or Affirmation Related to Disciplinary Exclusions</u></p> <p>Upon registration and prior to admission to the school district, the parent, guardian or person having charge of the student shall provide a <u>signed</u> sworn statement or affirmation stating whether the student previously was or presently is suspended or expelled from any public or private school for an offense involving weapons, alcohol or drugs; willful infliction of injury to another person; <u>sexual assault</u>; or any act of violence committed on school property. The statement shall include the dates of suspension or expulsion and the name of the school from which the student was suspended or expelled for these reasons.[1][8][10][11]</p> <p>Parents and guardians<u>The sworn statement or affirmation shall include the signature of the parent/guardian or person having charge of the student and they</u> shall be informed that any willful false statements concerning this registration shall be a misdemeanor of the third degree.[1]</p> <p>This registration statement shall be maintained as part of the student's disciplinary record.</p>
<p>SC 1305-A — Pol. 216</p>	<p><u>Transfer of Disciplinary Records</u></p> <p><u>Transfer Into the District –</u></p> <p>When a student transfers to this school district from another school district, a nonpublic school, or other school within this district, this district shall obtain a certified copy of the student's disciplinary record from the school from which the student is transferring. The sending school shall have ten (10) days from receipt of the request to provide the disciplinary record. This record shall be maintained as part of the student's disciplinary record and shall be available for inspection as required by law <u>and Board policy.</u>[2][12]</p> <p><u>Transfer From the District –</u></p>

	<p>When a student transfers from a district school to another school district, a nonpublic school or other school within the district, the district shall transmit a certified copy of the student's disciplinary record within ten (10) days of receiving the request from the school to which the student has transferred. <u>A copy of the notice initially provided by the juvenile probation office to the district shall also be provided to the school to which the student has transferred.[5]</u></p> <p><u>The building principal or designee shall maintain a log of all individuals from other school districts to whom this information is subsequently provided, and shall inform the juvenile probation office upon providing this information to officials from other schools outside the district.[5]</u></p> <p><u>Legal</u> References:</p> <p><u>1. 24 P.S. 1304-A</u> <u>2. 24 P.S. 1305-A</u> <u>3. 24 P.S. 1307-A</u> <u>4. 42 Pa. C.S.A. 6341</u> <u>5. 237 PA Code Rule 163</u> <u>6. Pol. 113.1</u> <u>7. Pol. 218</u> <u>8. Pol. 218.3</u> <u>9. Pol. 233</u> <u>10. 24 P.S. 1318.1</u> <u>11. Pol. 200</u> <u>12. Pol. 216</u> <u>20 U.S.C. 1232g</u> <u>20 U.S.C. 7118</u> <u>Pol. 113.4</u></p> <p>School Code 24 P.S. Sec. 1304 A, 1305 A, 1307 A</p> <p>Adjudication of Juveniles—42 Pa. C.S.A. Sec. 6341</p> <p>Family Educational Rights and Privacy Act—20 U.S.C. Sec. 1232g</p> <p>Safe and Drug-Free Schools and Communities Act—20 U.S.C. Sec. 7165</p> <p>Board Policy—216</p>
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