

SAFETY/SUPERVISION OF CAMPUSES

Use of Certified Police Officers

The Board of Education of the Edmond Public Schools, in the interest of maintaining safe campuses and the safety and well-being of all students and employees, adopts the following policy governing the use of certified police officers to assist in the supervision of its campuses.

- I. The Board of Education may contract with certified police officers to perform any or all of the following services, as requested by the School District:
 - A. Assist with parking and traffic supervision
 - B. Monitor halls and cafeteria
 - C. Provide intervention and assistance in alleged law violations
 - D. Supervise special events
 - E. Other services as may be mutually agreed upon by both the police officer and the School District

- II. Any certified police officer with whom the Board of Education contracts will serve under the general supervision of the principal of the site for which the officer provides services.

School Visitors

It is the policy of the Board of Education of Edmond Public Schools that:

All visitors should report to the school office, sign in with their driver's license into the School Safe ID kiosk and receive a visitor badge. For specific information regarding student and parent visitors to buildings and classrooms, individuals are to refer to school site student handbooks.

Administrative Right to Direct a Person to Leave Campus

70 OK Stat § 70-24-131 (2014) provides for the following:

The superintendent or principal of any secondary, middle or elementary school shall have the authority to order any person out of the school buildings and off the school property when it appears that the presence of such person is a threat to the peaceful conduct of school business and school classes. This authority shall extend to the removal of any individual attending an official school activity or field trip where students are present, including an activity or field trip not on school property, when the superintendent or principal determines that a threat to the peaceful conduct of students exists. Any person who refuses to leave after being ordered to do so by the superintendent or principal shall be guilty of a misdemeanor and upon conviction thereof shall be punished by a fine of not more than

Five Hundred Dollars (\$500.00) or by imprisonment in the county jail for not more than ninety (90) days, or by both such fine and imprisonment.

21 OK Stat § 21-1376 (2014), provides for the following:

I. The superintendent or designee (school site administrator), to maintain order at an institution of learning, shall have the authority and power to direct any person who is not a student, officer, or employee thereof, to leave the institution of learning if the person:

- A. Interferes with the peaceful conduct of activities at an institution of learning;
- B. Commits an act which interferes with the peaceful conduct of activities at an institution of learning; or
- C. Enters the institution of learning for the purpose of committing an act that may interfere with the peaceful conduct of activities at an institution of learning.

II. Any person to whom this section applies, who fails to leave the institution of learning as directed or returns within six (6) months thereafter, without first obtaining written permission from the superintendent or administrator, shall be guilty of a misdemeanor.

III. “Interferes with the peaceful conduct” includes actions that directly interfere with classes, study, student or faculty safety, parking areas, or extracurricular activities; threatening or stalking any person; damaging or causing waste to any property belonging to another person or the institution of learning; or direct interference with administration, maintenance or security of property belonging to the institution of learning.

IV. Any person who has been required to leave an Edmond Public School facility pursuant to this policy shall be provided a written notice of the directive to leave the campus. Provided within the directive is to be the ending date of the prohibition from the school property, which can be up to six months thereafter. Also included in the notice is a copy of the process to be followed if an appeal hearing is desired, as outlined below.

Appeal of Directive to Leave

Within five (5) working days of receiving written notice of a directive to leave the premises, the individual (“complainant”) may request a meeting with the Superintendent to appeal their removal from school premises. The request shall be submitted in writing to the Superintendent’s office. Such request shall be mailed certified mail, return receipt requested or may be hand-delivered to the Superintendent’s office. If the complainant fails to request a meeting within five (5) working days of being directed to leave the premises, the right to a meeting shall be deemed to be waived.

Upon receipt of the complainant's request for a hearing, the site administration, or district administration, shall prepare a written summary of the reason(s) why the individual was directed to leave school premises. The written summary may include the date, time, place, information from any witness, and reasoning behind the administrator's decision to direct the individual to leave school premises. The written summary prepared by the administration shall be mailed to the complainant no later than ten (10) days prior to the date set for the meeting with the Superintendent.

The meeting shall be conducted by the Superintendent as follows:

1. The administration shall present the Superintendent with a copy of the written summary provided to the complainant;
2. The complainant shall present the Superintendent with a copy of a written response to the administration's paperwork;
3. The Superintendent may ask questions related to the summary and response;
4. The Superintendent may issue a decision immediately, or may take the matter under advisement and issue a decision at a later time;
5. The Superintendent shall accept, amend, or reject the recommendation of the administration with regard to the directive to the complainant. The decision of the Superintendent shall be final and un-appealable.
6. A copy of the Superintendent's written decision will be provided to the complainant.