



SECTION: STUDENTS

POLICY: 216.3

**TITLE: SUPPLEMENTAL
DISCIPLINE RECORDS**

ORIGINAL: April 27, 2009

CURRENT REVISION: April 5, 2021

**LAST REVIEWED BY THE
COMMITTEE:**

I. PURPOSE

The District shall maintain required records concerning adjudicated students and transfer students disciplined for offenses involving weapons, alcohol, drugs, and violence on school property.

II. DEFINITIONS

None.

III. POLICY

A. Adjudicated Students

- a. A building principal or his/her designee shall receive from the court, through the juvenile probation department, information concerning the adjudication of an enrolled student. Such reports shall include an identification and description of delinquent acts committed by the student. If the child has been adjudicated for acts which, if committed by an adult would be classified as a felony, the juvenile probation department will additionally provide to the building principal or designee any relevant information contained in the juvenile probation or treatment reports pertaining to the adjudication, prior delinquent history, the supervision plan, as well as any other information deemed necessary to protect public safety or to enable appropriate treatment, supervision or rehabilitation of the delinquent child.
- b. The building principal must share this information with the student's teacher and the principal of another school to which the student may transfer.
- c. The information provided on an adjudicated student may not be used for admissions or disciplinary decisions on the delinquent child unless the act surrounding the adjudication took place up to 1,500 feet from the school property in which the student is enrolled.
- d. Required reports and information concerning an adjudicated student shall be maintained separately from the student's official school record.

B. Transfer Students

- a. Upon registration and prior to admission to the District, the parent/guardian or person having charge of the student shall provide a 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; 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.

- b. Parents/guardians shall be informed that any willful false statements concerning registration shall be a misdemeanor of the third degree.
- c. This registration statement shall be maintained as part of the student's disciplinary record.
- d. When a student transfers to a District school from another school district, a nonpublic school, or other school within this District, the 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.
- e. 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.

C. General

- a. A student's disciplinary record shall be available for inspection by the student, his/her parent/guardian or other person having control or charge of the student.
- b. The District will maintain updated records of all incidents of violence or possession of a weapon and for adjudications of delinquency for acts committed on school property by students enrolled in the District.

IV. DELEGATION OF AUTHORITY

None.

V. REFERENCES

22 PA Code 12.3
22 PA Code 12.4
24 P.S. 510
Pol. 103
Pol. 103.1
22 PA Code 12.2
Pol. 235
Pol. 233
20 U.S.C. 1400 et seq
22 PA Code 10.23
Pol. 113.1
Pol. 113.2
Pol. 805.1
Pol. 122
Pol. 123
24 P.S. 1317
24 P.S. 1318

22 PA Code 12.5
22 PA Code 10.2
24 P.S. 1303-A
35 P.S. 780-102
22 PA Code 10.21
22 PA Code 10.22
24 P.S. 1302.1-A
22 PA Code 10.25
Pol. 218.1
Pol. 218.2
Pol. 222
Pol. 227
20 U.S.C. 7114
22 PA Code 12.1 et seq
22 PA Code 403.1
34 CFR Part 300
Pol. 805