

CLARK COUNTY SCHOOL DISTRICT REGULATION

4213

SUPERVISION OF COMMISSIONED SCHOOL DISTRICT POLICE PERSONNEL

- I. School police services may be provided by the district. Administration will develop and implement procedures, guidelines, and standards manuals as required to properly govern security services.
- II. The Chief of School Police is responsible for all personnel assigned to the Police Services Department. District school police lieutenant(s) and sergeant(s) or other school district police supervisory personnel serve as the immediate supervisor for school police officers. In non-criminal justice matters, the designated site administrator will supervise the school police officer(s) assigned to the officer's respective work location. However, school police lieutenant(s) and sergeant(s) are responsible to ensure that the actions of school police officers are in compliance with the Police Services Department procedures manual for district police personnel and appropriate district policies and regulations, and responsible for the determination of what constitutes a criminal justice matter and what does not.
 - A. The Chief of School Police or, at his/her direction, the district police lieutenant(s) will:
 1. Recommend staffing needs and determine methods of work procedures for school, department, and centrally assigned school district police personnel. Staffing recommendations for officers assigned to campus-based positions will be determined with input from the respective instructional division administrator and/or appropriate school site administrators.
 2. Provide and/or arrange for the training of district commissioned police personnel in their performance of police functions and corresponding legal requirements.
 3. Coordinate, with consultation from appropriate district administrators and district police personnel representatives, the development and maintenance of a standards and procedures manual for school, department, and centrally assigned district police personnel.
 - B. The Chief of School Police or, at his/her direction, the district police lieutenant(s) shall, in conformance with established district police

procedures and district policies and regulations, assign or reassign school and/or departmental district police personnel to any security need which manifests itself within the district and, when such assignment involves an officer assigned at a school location, notify the appropriate site administrator of the need for such assignment or reassignment.

- C. The Chief of School Police or, at his/her direction, the designated district police supervisor will evaluate all school district police personnel.
 - 1. Site administrators who have district police personnel assigned to their work location shall cooperatively write and co-sign, with the employee's district police supervisor, the evaluation report. If agreement cannot be reached regarding the contents of the evaluation, it will be referred to the next higher line supervisor in the Police Services Department and the respective instructional division administrator for resolution. Agreement on the contents of the evaluation must be reached before the evaluation is discussed with the employee.
 - 2. Complaints about an officer's non-compliance with departmental procedures and/or district policies and regulations will immediately be brought to the attention of the employee's district police department supervisor and also to the attention of the designated site administrator, when the complaint/violation involves district police personnel assigned to a school.

- D. All district police personnel shall work cooperatively with site administrators to establish a safe and secure learning environment for students and work cooperatively with students, staff, parents, and the general public. Such cooperation shall include, but not be limited to, assisting the administration with enforcement of school rules, student attendance compliance, campus parking, traffic control, etc. District police personnel shall use the department procedures manual, and their training, experience and professional expertise to determine the appropriate methods to be utilized for such assistance. Should a discrepancy arise between a site administrator's request for assistance and district police personnel implementation, it shall be brought to the attention of and resolved by the appropriate district police supervisor, or the Chief of School Police and the respective instructional division administrator.

- E. All commissioned district police personnel shall carry, in the normal course of their duties, the departmental issued firearm. Exceptions may be made by the Chief of School Police or, in his/her absence, the district police lieutenant(s).

- F. All district police officers will be required to undergo pre-employment medical and psychological testing to determine their fitness to carry a weapon and fulfill the duties of a district police officer. In accordance with Regulation 4230 and the appropriate negotiated agreement, the district may require commissioned district police officers to undergo a medical or psychological examination to determine fitness necessary to perform their assigned duties. All costs associated with testing will be borne by the district.
 - 1 Individuals who are determined to be poorly suited by a rating on the medical or psychological examination will not be eligible to serve as a district police officer. Individuals determined to be not suited to be a school police officer will not be permitted to retake the medical or psychological examination for district police officer for a period of at least one (1) calendar year from the date of their most recent examination and only when approved by the Human Resources Division.

- G. Non-commissioned district police personnel shall be assigned and supervised in a manner consistent with the appropriate negotiated agreement and district policies and regulations regarding support staff employees.

Review Responsibility: Human Resources Division
Adopted: [4213.10:1/22/81]
Revised: (5/12/83; 6/9/88; 1/9/90; 08/10/93)
Pol Gov Rev: 6/28/01

