

SCHOOL-JUSTICE PARTNERSHIP AGREEMENT

I. INTRODUCTION

This School-Justice Partnership Agreement (hereinafter referred to as the “Partnership” or the “Agreement”) is entered into by the Bibb County School District, Bibb County Juvenile Court, Bibb County State Court, Bibb County Sheriff’s Office, Macon Judicial Circuit District Attorney’s Office, Macon Judicial Circuit Public Defender’s Office, Bibb County State Court Solicitor’s Office, and Georgia Department of Juvenile Justice (DJJ), (hereinafter referred to collectively as the “Parties” or singularly as a “Party”) with the following goals:

- Increase graduation rates
- Decrease crime in school
- Connect students in need to community programs
- Be better able to deal with and respond to students who represent an immediate danger to themselves or others

II. PURPOSES

A. Keep Students in School

Each juvenile incarceration decreases the chances of high school graduation while increasing the chances a student will be incarcerated as an adult. With each out-of-school suspension, a student’s chance of graduating decreases, as does the chance of the student enrolling in a post-secondary program. This Agreement will keep students in school and improve the health of the community by leading to increased graduation rates for all Bibb County School District students. Students who stay in school are less likely to drop out.

B. Provide Individualized, Effective Discipline to Address the Root Causes of Problem Behavior

This Partnership provides early intervention in students’ lives, referring them to community resources to address the root causes of each student’s problem behavior. While the Bibb County School District has made great progress in improving the educational climate, the Agreement will take those improvements a step further by providing school administrators and school resource officers (SROs) additional remedial options. Because of that, less serious offenses will be handled without the student making a trip to court. As a result, the root causes of the student’s delinquent behavior will be treated, leaving the student better equipped for success and less likely to reoffend.

C. Focus Judicial Resources on Dangerous Offenders

By using a multi-faceted strategy of: (1) Diversion, (2) Prevention, and (3) Oversight, students facing lower level offenses — as listed in Section III of this Agreement — will be referred to community-based programs with the goals of remediating problem behaviors and preventing escalation. Students whose offenses are more serious will continue to be prosecuted in court. Because less serious offenses will be handled through warnings and/or referrals to community resources, prosecutors, public defenders, DJJ, and judicial resources will be freed-up to concentrate on the most dangerous offenses.

D. Increase Public Safety in the Community

This Agreement is based on a proven model that has shown to be successful in diverting certain school-based offenses from juvenile court while also increasing graduation rates and reducing juvenile crime rates. The health of communities and school systems across the nation has been improved by using such an agreement.

III. DEFINITIONS

A. Aggravating Circumstances

Factors that increase the severity or culpability of a delinquent act. The factors to be considered shall include, but not be limited to:

1. Whether the victim is a teacher, school staff or school administrator,
2. The age and maturity of the victim,
3. If there was an injury, and
4. If there was damage to school property.

B. Chronically Disruptive Student

A student who exhibits a pattern of behavioral characteristics which interferes with the learning process of students around him or her and which are likely to recur. (OCGA § 20-2-764)

C. Community Based Organization (CBO)

A public or private nonprofit organization that is representative of the community or a significant segment of the community and works to meet community needs.

D. Delinquent Act

An act committed by a juvenile designated a crime by the laws of this state. (OCGA §15-11-2 (19)(A))

E. Focused Act

A delinquent act that is presumptively NOT referable to the court without a showing of aggravating circumstances. Acts against school staff or damage to school property are not Focused Acts. The following delinquent acts have been identified as Focused Acts:

1. Affray,
2. Criminal Trespass,
3. Disorderly Conduct,
4. Disrupting a Public School,
5. Obstruction (misdemeanor),
6. Possession of Alcohol,
7. Possession of Cigarettes,
8. Possession of Marijuana Less than an Ounce,
9. Simple Assault,
10. Simple Battery,
11. Terroristic Threats (misdemeanor) (all threats to attack a school or school staff will be referred to juvenile or state court), and
12. Theft (misdemeanor)

* For definitions see Appendix A.

F. IDEA

Individuals with Disabilities Education Act. This is a federal law ensuring services to students with disabilities. This law governs how states and public agencies provide early intervention, special education and related services to students.

G. IEP

Individualized Education Program. This is a plan required by federal law for students with disabilities. It includes goals and accommodations designed to meet the student’s needs that result from their disability. The ultimate goal is to help the student access the curriculum in the least restrictive environment and make progress.

H. Intake

The agency, group or person tasked with:

1. Taking in referrals from SROs,
2. Entering information from the Notice of Offense into the database,
3. Contacting the student’s parent /guardian or custodian,
4. Making all referrals selected by the SRO on the form,
5. Following up with the student and their parent to ensure compliance,
6. Informing the Assistant District Attorney or Assistant Solicitor if there is non-compliance, and
7. Entering final information into the database upon successful completion.

I. Juvenile

A child under the age of 17 years. This term is used interchangeably with “student.”

J. Misdemeanor

Any crime punishable for 12 months or less. (OCGA §17-10-3 (a)(1))

K. Notice of Offense

The form used by the SRO to: (1) warn a student who has committed a Focused Act that subsequent commission of a Focused Act may result in a graduated response or the filing of a complaint in court or (2) refer a student for counseling, mediation, community service (at the school or in the community), a community workshop or a community program as deemed necessary by the SRO.

L. Referral

The formal process of completing a Notice of Offense Form and filing it with Intake.

M. School Resource Officer (“SRO”)

A law enforcement officer employed by the Bibb County School District who is stationed at one or more schools.

N. Student

Any person enrolled in the Bibb County School District. For the purpose of this agreement, any person enrolled in the Bibb County School District shall be treated the same as a juvenile.

IV. ROLE OF THE SCHOOL RESOURCE OFFICER

School Resource Officers are considered a specialized unit of law enforcement with a unique educational mission. The mission of the SRO is to improve school safety and the educational climate at the school, not to enforce school discipline or punish students. The SRO's presence on campus is intended to prevent weapons, drugs, and persons with the intent to commit harm from entering upon the campus, and to disable persons with intent to do harm. They are also there to confiscate weapons and drugs that enter campus premises. The SRO responds to issues in a manner intended to maximize students' continued education in the school setting when possible. Absent a real and immediate threat to a student, teacher, or other school official, and absent the situations described herein where SRO intervention is deemed appropriate, the school administrators shall be responsible for the discipline and punishment of students. In order to avoid the unnecessary filing of a juvenile complaint, school administrators shall not direct or request an SRO to take action contrary to either the role of the SRO or the terms, conditions and spirit of this Agreement.

V. PREREQUISITES TO COURT REFERRAL

The Parties agree that Focused Acts are presumptive school discipline matters that should be handled by school officials and not SROs except to the extent it becomes necessary to render assistance to school personnel when maintaining safety. The Parties further agree that Focused Acts are not deemed criminal law/delinquency issues warranting the filing of a juvenile or state court complaint unless the student has committed at least three (3) separate prior Focused Acts within the same academic year, graduated responses have been administered without success for prior acts, or for aggravating circumstances previously defined.

A. Notice of Offense

The Notice of Offense is a discretionary tool that is not required unless the SRO deems it just and appropriate. A Notice of Offense may only be prepared by an SRO.

Nothing in this Agreement shall be construed to require or mandate the use of a Notice of Offense upon the commission of a Focused Act. A Notice of Offense shall not be issued without first consulting with a school administrator to ascertain the disciplinary response of the school administrator. The school administrator's disciplinary response shall be given greater weight in mitigation of issuing a Notice of Offense unless the nature of the act complained of and the needs of the student warrant additional action and/or services. The Notice of Offense shall be issued on a case by case basis using the SRO's discretion unless vetoed by the school administrator. School administrators are prohibited from directing or requesting the SRO to issue a Notice of Offense, arrest a student, or file a juvenile complaint. A verbal admonishment or counsel may also be used in lieu of a Notice of Offense.

B. Graduated Response Ladder

The SRO may utilize a verbal warning or a conference with the student, parents, teacher, and/or school administrator, but such dispositions shall not result in the issuance of a Notice of Offense. These dispositions shall not be counted towards the number of offenses in the Graduated Response Ladder.

	1st Offense*	2nd Offense	3rd or More Offense
Response Options	<ul style="list-style-type: none"> • Written warning • Verbal warning <p><i>*Unless factors of the Focused Act warrant the use of options available under 2nd or subsequent offense</i></p>	<ul style="list-style-type: none"> • All previous options • Counseling • Mediation • Community service (school or community) • Community workshop • Community program 	<ul style="list-style-type: none"> • All previous options • Referral to court

For further explanation and a breakdown of the types of the behaviors that warrant SRO involvement, please see Appendix B.

Each school year, every student shall begin with a clean slate regardless of the number of Focused Act offenses or referrals received the previous school year.

Victims’ families always retain the right to file a complaint with the Bibb County Juvenile Court, but the petitioning process will consider whether the case has been through the normal Partnership referral process.

In all cases, the SRO has the discretion to choose not to advance a case higher on the levels of the Graduated Response Ladder. The SRO’s discretion in all cases and at any stage in the process shall take into consideration certain factors that include, but are not limited to:

1. The student’s overall disciplinary record,
2. The student’s academic record,
3. The nature of the offense,
4. Display of remorse by the student,
5. The student’s attitude toward others,
6. Any school disciplinary action taken by the school administrator,
7. The age, health, or disability/special education status of the student,
8. Whether the student has an appropriate IEP/BIP/504/Behavioral Contract and if it was followed,

9. Whether the student has experienced a specific trauma, and if the student previously received services to address that trauma, and
10. Whether the student has shown some degree of willingness to receive services that may help him/her cope with the trauma.

The Parties agree that when determining consequences for a student's disruptive behavior, the following factors shall ***not*** be considered:

1. Race or ethnicity, gender, gender identity or expression, sexual orientation, religion and national origin of the student and family; or
2. Economic status of the student and family.

VI. EXCEPTIONAL CASES

A. Probation

A Notice of Offense, or juvenile or state court complaint shall not be filed on a student serving probation under supervision of the court without first consulting with the assigned probation officer to ascertain what response, if any, the probation officer may implement. This exception is required because probation officers have the authority to act immediately without requiring a complaint. If the SRO finds the probation officer's response adequate they may defer to that response and not file a Notice of Offense or complaint. SROs may contact the DJJ Intake Division at the Thomas Jackson Juvenile Justice Center or State Court Probation Office to determine if a student is currently on probation prior to filing a Notice of Offense or complaint.

B. Elementary Students

Because many students in the elementary grades would lack competence to stand trial, elementary students are specifically excluded from this protocol. Typically, students below a certain age will not be competent to proceed with a case in juvenile court because they lack the capacity to understand the roles of the people involved and the nature of the proceedings. The age of elementary students requires that the least restrictive measures are utilized to address chronic disruptions by the student.

C. Special Needs Students

A referral based on the Graduated Response Ladder alleging the commission of a Focused Act or juvenile complaint alleging the commission of a Focused Act shall not be filed against a student with an IEP/504 Plan/Behavior Intervention Plan/Behavior Contract without first evaluating the student's plan/contract and determining what actions are required under those plans to remedy the behavior or if the plan/contract should be modified to address the behavior giving rise to the conduct. If the SRO believes that a juvenile or state court complaint is warranted and the student has a plan/contract, the SRO shall act immediately to bring the matter to the attention of the school administrator to take appropriate steps in accordance with the IDEA and to protect the student's rights under the law. After meeting with the school administrator, the SRO may follow the Graduated Response Ladder if he/she deems it necessary.

VII. REFERRAL AND SERVICES PROCESS

Once the SRO has issued a Notice of Offense and determined the appropriate response, the following steps should be followed:

1. The SRO shall retain a copy of the Notice of Offense within the SRO's law enforcement records at the school.
2. The SRO shall forward a copy of the Notice of Offense to either DJJ or the School-Justice Partnership Coordinator (hereinafter referred to as the "Coordinator") when one is hired.

DJJ shall take responsibility for the administration of the referral process, tracking compliance and outcomes of such programs until a Coordinator is hired.

It shall be the responsibility of DJJ to refer students diverted from court by this Agreement to programming or other pre-trial diversion programs and maintain an up-to-date list of the programs available to SROs. Once a Coordinator is hired, it shall be his/her responsibility to not only refer students to existing programs but also to locate, or create programming for students referred by SROs. The Coordinator shall also be responsible for identifying and securing funding for programs as needed.

Any student who refuses services or the consequences rendered by any pre-complaint referrals will then have a complaint filed against him or her, which would also trigger the risk for the parent to come under a Parental Compliance Order pursuant to OCGA § 15-11-29.1. If any parent or guardian refuses services for their child, the Notice of Offense shall still be filed with DJJ or the Coordinator for further conversation.

Should a court referral be made and a subsequent complaint filed, no student shall be detained by a judge or designee when accused of a Focused Act, unless that student presents the likelihood of serious bodily injury to himself/herself or others, or has a pattern of theft or property destruction and, if a juvenile only, when the Detention Assessment Instrument utilized by DJJ authorizes the detention.

A student's completion of any service or program will constitute a resolution of the referral. The completed referral shall still be considered when determining the number of referrals the student has had in the same school year.

VIII. DATA COLLECTION

A. Data to Be Collected

The following information will be collected:

1. The number of disciplinary referrals made at each school,
2. The demographics of the students referred,
3. The Focused Acts committed in each referral,
4. The number of previous referrals each student referred has had,
5. The diversion option chosen by DJJ or the Coordinator when he/she is hired,

6. The results of the referral (i.e., whether or not the program was successfully completed), and
7. Whether a referred student graduates from high school.

The data will be collected by DJJ based on the Notice of Offenses submitted by the SROs. Data will be collected in a spreadsheet or other database agreed upon by the Partnership. Responsibility for data collection will shift to the Coordinator when one is hired.

For comparison purposes, the Parties agree to retrieve data from the Bibb County Juvenile Court, State Court of Bibb County, and the Bibb County School District showing the number and types of referrals made to both courts during the three school years immediately preceding the implementation of the Agreement. The collected data will be used to monitor progress in reduction of cases referred to both courts and the effects on overall discipline in the Bibb County School District. Data will also be used to secure future grant funding.

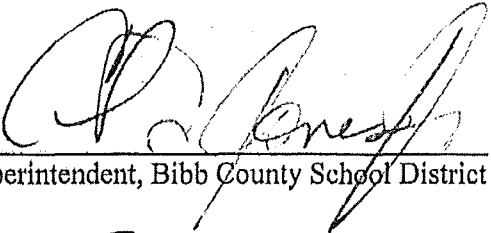
B. Reporting

On a regular basis and at least quarterly, the Parties will convene an Oversight Team to meet and provide oversight of the Agreement and review relevant data and analysis. The Oversight Team will be composed of at least one person from each Party. No meeting shall be held unless there is a quorum of all Oversight Team members present. At least annually, the Oversight Team will prepare a report of activities and make recommendations for improvements to the Agreement. A copy of the Oversight Team's report shall be supplied to each Party and made available to the public upon request.

IX. DURATION AND MODIFICATION OF THIS AGREEMENT

This Agreement shall become effective immediately upon its execution by signature and shall remain in full force and effect until such time as it is terminated by any Party member. The Agreement may be modified at any time by amendment. Any amendment to the Agreement must be agreed upon by a majority of the Parties. Before the Agreement is terminated, the Parties shall meet and address any concerns raised by any Party member wishing to terminate the Agreement. If the Parties fail to resolve the issues then the Agreement may be terminated. No Party may move to terminate the Agreement except by giving notice to the other Parties at least 90 days before the start of the next school year.

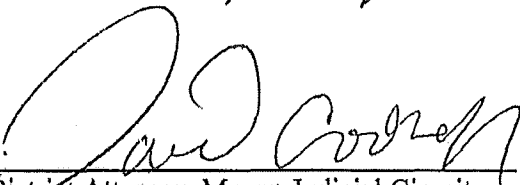
IN WITNESS WHEREOF, the Parties hereto, intending to cooperate with one another to ensure the success of this Agreement, have hereunder set their hands on this the 2nd day of November, 2018.



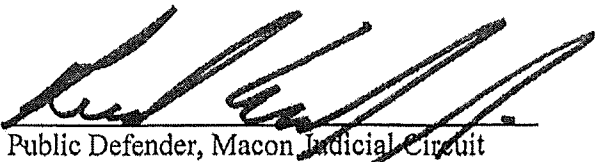
Superintendent, Bibb County School District



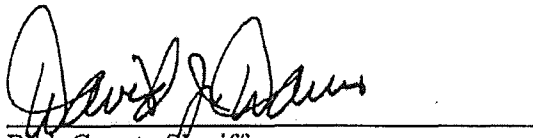
Bibb County Juvenile Court Judge



District Attorney, Macon Judicial Circuit




Public Defender, Macon Judicial Circuit



Bibb County Sheriff



Bibb County State Court Solicitor



Georgia Department of Juvenile Justice

Appendix A

Definitions

Affray

A student commits the offense of Affray when, upon the land or premises of the Bibb County School District, he or she engages in a fight with one or more other persons to the disturbance of the public tranquility. An affray is mutual combat and does not include acts reasonably constituting self-defense or defense of others.

(OCGA §16-11-32 (a))

Criminal Trespass

A student commits the offense of Criminal Trespass when he or she:

1. While located upon the land or premises of the Bibb County School District, intentionally damages any property of another without consent of that other person and the damage thereto is \$500.00 or less;
2. While located upon the land or premises of the Bibb County School District, knowingly and maliciously interferes with the possession or use of the property of another person without consent of that person;
3. Knowingly and without authority enters upon the land or premises of the Bibb County School District for an unlawful purpose;
4. Knowingly and without authority enters upon the land or premises of the Bibb County School District or into any part of any vehicle of another person located upon the land or premises of the Bibb County School District after receiving, prior to such entry, notice from the owner, rightful occupant, or, upon proper identification, an authorized representative of the owner or rightful occupant that such entry is forbidden; or
5. Knowingly and without authority remains upon the land or premises of the Bibb County School District or within the vehicle of another person located upon the land or premises of the Bibb County School District after receiving notice from the owner, rightful occupant, or, upon proper identification, an authorized representative of the owner or rightful occupant to depart.

(OCGA §16-7-21 (a)&(b))

Disorderly Conduct

A student commits the offense of Disorderly Conduct when, upon the land or premises of the Bibb County School District, he or she does any of the following:

1. Acts in a violent or tumultuous manner toward another person whereby such person is placed in reasonable fear of the safety of such person's life, limb, or health;
2. Acts in a violent or tumultuous manner toward another person whereby the property of such person is placed in danger of being damaged or destroyed;
3. Without provocation, uses to or of another person in such other person's presence, opprobrious or abusive words which by their very utterance tend to incite to an immediate breach of the peace, that is to say, words which as a matter of common knowledge and under ordinary circumstances will, when used to or of another person in such other person's presence, naturally tend to provoke violent resentment, that is, words commonly called "fighting words"; or

4. Without provocation, uses obscene and vulgar or profane language in the presence of or by telephone to a person under the age of 14 years which threatens an immediate breach of the peace.

(OCGA §16-11-39 (a)(1)-(4))

Disrupting a Public School

A student commits the offense of Disrupting a Public School when, upon the land or premises of the Bibb County School District, he or she knowingly, intentionally, or recklessly disrupts or interferes with the operation of any public school, public school bus, or public school bus stop.

(OCGA § 20-2-1181 (a))

Obstruction (misdemeanor)

A student commits the offense of Obstruction (misdemeanor) when, upon the land or premises of the Bibb County School District, he or she knowingly and willfully obstructs or hinders any law enforcement officer or Department of Juvenile Justice juvenile probation officer or State Court Probation Office, in the lawful discharge of his or her official duties.

(OCGA § 16-10-24 (a))

Possession of Alcohol

A student commits the offense of Possession of Alcohol when, upon the land or premises of the Bibb County School District, he or she possesses any alcoholic beverage.

(OCGA § 3-3-23 (a)(2))

Possession of Cigarettes

A student commits the offense of Possession of Cigarettes when, upon the land or premises of the Bibb County School District, he or she possesses for personal use any cigarettes, tobacco products, tobacco related objects, alternative nicotine products, or vapor products.

(OCGA § 16-12-171 (b)(1)(A))

Possession of Marijuana (Less than an Ounce)

A student commits the offense of Possession of Marijuana (Less than an Ounce) when, upon the land or premises of the Bibb County School District, he or she possesses less than an ounce of marijuana.

(OCGA § 16-13-2 (b))

Simple Assault

A student commits the offense of Simple Assault when, upon the land or premises of the Bibb County School District, he or she either:

1. Attempts to commit a violent injury to the person of another; or
2. Commits an act which places another in reasonable apprehension of immediately receiving a violent injury.

(OCGA §16-5-20 (a)(1)&(2))

Simple Battery

A student commits the offense of Simple Battery when, upon the land or premises of the Bibb County School District, he or she either:

1. Intentionally makes physical contact of an insulting or provoking nature with the person of another; or
2. Intentionally causes physical harm to another.

(OCGA §16-5-23 (a)(1)&(2))

Terroristic Threats (misdemeanor)

A student commits the offense of Terroristic Threats (misdemeanor) when, upon the land or premises of the Bibb County School District, he or she threatens to:

1. Commit any crime of violence (not including any threat which suggests the death of another);
2. Release any hazardous substance; or
3. Burn or damage property,

when such threat is made:

- a. With the purpose of terrorizing another;
- b. With the purpose of causing the evacuation of a building, place of assembly, or facility of public transportation;
- c. With the purpose of otherwise causing serious public inconvenience; or
- d. In reckless disregard of the risk of causing the terror, evacuation, or inconvenience described above.

(OCGA §16-11-37 (b)(1))

Theft (misdemeanor)

A student commits the offense of Theft (misdemeanor) when, upon the land or premises of the Bibb County School District, he or she:

1. *Theft by Taking* - Unlawfully takes or, being in lawful possession thereof, unlawfully appropriates any property of another with the intention of depriving them of the property, regardless of the manner in which the property is taken or appropriated;
2. *Theft by Receiving* - Receives, disposes of, or retains stolen property which he or she knows or should know was stolen unless the property is received, disposed of, or retained with intent to restore it to the owner. "Receiving" means acquiring possession or control or lending on the security of the property;
3. *Theft by Deception* - Obtains property by any deceitful means or artful practice with the intention of depriving the owner of the property;
4. *Theft by Conversion* - Having lawfully obtained funds or other property of another under an agreement or other known legal obligation to make a specified application of such funds or a specified disposition of such property, he or she knowingly converts the funds or property to his or her own use in violation of the agreement or legal obligation; or
5. *Theft of Lost or Mislaid Property* - Comes into control of property that he or she knows or learns to have been lost or mislaid and appropriates the property to his or her own use without first taking reasonable measures to restore the property to the owner.

(OCGA §16-8-2 to 16-8-7)

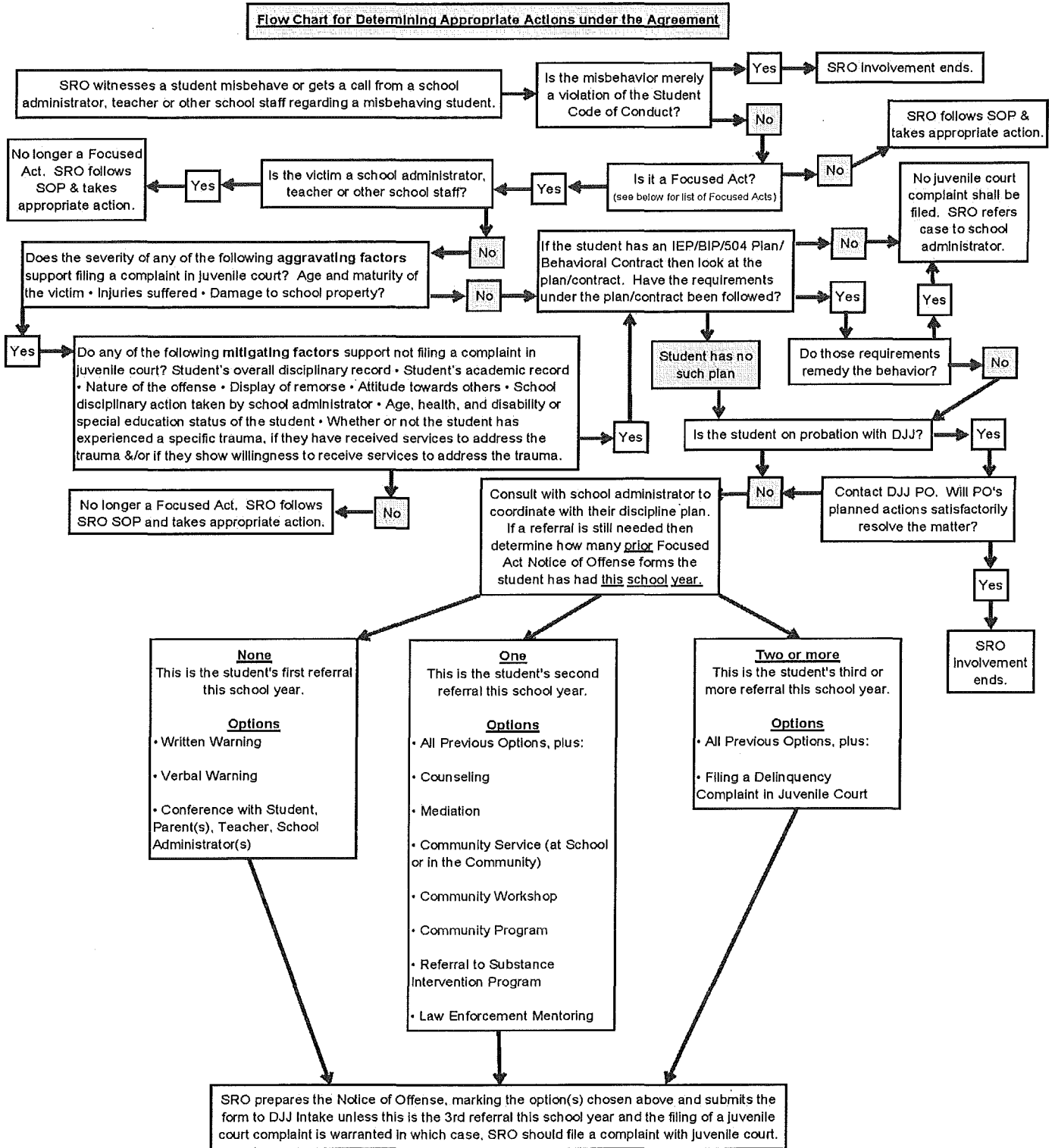
Appendix B

Chart Explaining When The SRO Should Become Involved

	Rules Violations/ Disruptive & Offensive Behaviors	Chronic Disruptive Behaviors/ Serious Behaviors	Referral to SRO/ Safety Concerns	Referral To SRO
Types of Behaviors	<ul style="list-style-type: none"> • Disruptive behavior (not rising to the level of disrupting a public school) • Insubordination / Defiance • Inappropriate language • Horseplay • Electronics violation • Tardiness • Cutting detention • Leaving classroom without permission • Pass violation 	<ul style="list-style-type: none"> • Chronic offenses previously listed (documented) • Chronic disruptive behavior (documented) • Abusive language • Chronic tardiness • Forgery • Cutting class • Leaving school grounds • Truancy • Harassment 	<ul style="list-style-type: none"> • Chronic offenses previously listed • Bullying • Threats / Intimidation • Focused acts 	<ul style="list-style-type: none"> • Multiple previous offenses • Weapons possession • Action resulting in lockdown or evacuation of classroom or building • Inciting a riot • Other delinquent acts
Persons Involved in the Intervention	<ul style="list-style-type: none"> • Teacher • Parent / Guardian / Custodian • Administrator 	<ul style="list-style-type: none"> • All previous persons • Guidance counselor • School social worker • Community agencies 	<ul style="list-style-type: none"> • All previous persons • SRO 	<ul style="list-style-type: none"> • All previous persons
Progressive Intervention Options and Disciplinary Actions	<ul style="list-style-type: none"> • Verbal warning • Redirection • Student/teacher conference • Parent / teacher conference • Mediation • Behavioral contracts • Loss of classroom privileges • Detention • Alternate setting • Letter of apology 	<ul style="list-style-type: none"> • All previous options • Written warning letter sent home • One-on-one counseling • Parent / team meeting (administrators, teachers, guidance counselor) • Mentoring program • Saturday detention • School community service • Loss of school privileges / activities • In-school suspension 	<ul style="list-style-type: none"> • All previous options (not available to SRO) <p><u>SRO Options</u></p> <ul style="list-style-type: none"> • Written warning • Verbal warning • Conference with student, parents, teacher, school administrator • Counseling • Mediation • Community service (school or community) • Community workshop • Community program • Possible arrest / court referral 	<ul style="list-style-type: none"> • All previous options (not available to SRO) • School support services • Arrest • Referral to court

Appendix C

Flow Chart For Determining Appropriate Actions Under The Agreement



- Focused Acts**
- Affray • Criminal Trespass • Disorderly Conduct • Disrupting a Public School • Obstruction (misdemeanor) • Possession of Alcohol • Possession of Cigarettes • Possession of Marijuana Less than an Ounce • Simple Assault • Simple Battery • Terroristic Threats (misdemeanor) • Theft (misdemeanor)

Appendix D

Notice of Offense Form

(see next page)

Bibb County School District • School Resource Officer • Notice of Offense

FOCUSED ACT WARNING / REFERRAL # 1st 2nd 3rd _____ Case # _____ (assigned by Intake)

Month _____ Day _____ Year _____ Time _____ a.m. p.m.

Name _____ DOB _____ Sex _____ Ethnicity _____

School _____ Grade _____ Location _____

Parent/Guardian/Custodian _____

Address _____

Phone _____ Phone _____ Phone _____

SRO Name _____ SRO Phone _____

Please print legibly

Focused Act(s): Affray Criminal Trespass Disorderly Conduct Disrupting a Public School Obstruction* Poss./Alcohol
 Poss./Cigarettes Poss./Marijuana (<oz.) Simple Assault Simple Battery Terroristic Threats* Theft* *misdemeanor only
 If the victim is an Administrator, Teacher or other Staff, the act is NOT a Focused Act and this form should not be used. File a complaint in Bibb County Juvenile Court if warranted.

Narrative [include victim/co-perp info]: _____

Aggravating Factors: Age/maturity of victim Injury School property damaged

Mitigating Factors (must be considered if Aggravating Factor selected): Overall disciplinary record Academic record Nature of the offense
 Displays remorse Attitude towards others Action taken by Administrator Age Health Disability/special education
 Trauma history Previous trauma services No previous trauma services Willingness to receive services to address trauma history
 After weighing both Factors, if you feel a complaint should be filed in juvenile court then this form should not be used. File a complaint in Bibb County Juvenile Court instead.

SRO has (1) reviewed the student's IEP/504 Plan/Behavior Intervention Plan/Behavior Contract (if any), (2) considered the above factors, and (3) consulted with (a) student's DJJ PO (if any) and (b) a school administrator. SRO feels that the disposition selected below is warranted.

WRITTEN WARNING

You are hereby warned for the above noted Focused Act(s) in violation of the laws of the State of Georgia. You are reminded that you must conduct yourself in a lawful and appropriate manner as required by the Student Code of Conduct, your parent/guardian/custodian and the laws of the State of Georgia. Future misbehavior may result in further action which may include: (a) mandatory attendance by you and your parent/guardian/custodian in counseling, mediation, community service work (at school or in the community), a community workshop, a community program, or (b) the filing of a complaint in Bibb County Juvenile Court or the State Court of Bibb County (students over 17) which could result in your being put on probation or even detained at a YDC / LEC and your parent/guardian/custodian being placed under a Parental Compliance Order. A copy of this Warning will be sent to the Department of Juvenile Justice (DJJ), your parent/guardian/custodian and kept on file in the school office.

REFERRAL

You have been cited for the above noted Focused Act(s) in violation of the laws of the State of Georgia. You and a parent/guardian/custodian will be referred to the program indicated below which is sponsored by the Juvenile Court of Bibb County. You are being referred because you have previously been cited for a similar Focused Act and warned or the SRO feels that immediate action to address your current conduct is required. This referral is being done in lieu of a complaint to Bibb County Juvenile Court or the State Court of Bibb County (students over 17.) It will be used by the Department of Juvenile Justice (DJJ) to arrange for your attendance at the program indicated below. Failure to either, (a) respond to DJJ when they contact you or (b) attend the program as instructed will result in the filing of a complaint in Bibb County Juvenile Court or the State Court of Bibb County which could result in your being put on probation or even detained at a YDC / LEC and your parent/guardian/custodian being placed under a Parental Compliance Order. A copy of this Referral will be sent to DJJ, your parent/guardian/custodian and kept on file in the school office.

Juvenile Court Program Referrals: You and your parent/guardian/custodian are hereby referred to:

Counseling Community Workshop Community Program Mediation

Community Service _____ @ School or _____ in the Community (_____ hrs.)

You will be contacted by DJJ within a few days. If you have not heard from anyone in one week, call 478-621-6371.

PARENT/GUARDIAN/CUSTODIAN NOTIFICATION: Person Notified: _____

Notification Date & Time: _____ Notified by: _____ by Phone Mail In Person

_____ (Student)

My signature is not an admission of guilt. By signing above, I am only acknowledging service/receipt of this Notice of Offense.

White: BCSD SRO Office Yellow: Principal

_____ (SRO)

I have reasonable grounds to believe that the named student has committed the Focused Act(s) noted above.

Pink: Student DJJ Fax: 478-621-6482

