



Permission to Transport – Confirmation Letter
2023-2024 School Year

To whom it may concern:

In accordance with OKLA. STAT. tit. 70, § 24-102; and Broken Arrow Public School Policy 4100 & 4280:

This letter permits any Broken Arrow Campus Security staff while on duty to transport any dangerous weapons, controlled dangerous substance, alcoholic beverages, or missing or stolen property that was discovered or found in a student's possession from any school site to a centralized location within the school district or to local law enforcement offices for lawful disposal. While in transport, the employee shall carry their school identification and the following letter issued from the Superintendent's office confirming their authority to transport the items for disposal. All items transported for disposal shall be transported in a locked container.

Before the item(s) can be transported, the security officer is required to verify the number and/or quantity of the transported substance with the school site administrator. Additionally, they are required to notify their supervisor and to properly secure the substance in a locked container inaccessible while driving or in plan site. Upon transporting the substance of concern, they will confirm that the item(s) have been properly transported to local law enforcement by obtaining a chain of custody receipt and providing that receipt to their supervisor upon request.

The security staff will provide access to their supervisor to any law enforcement officer, if there is a question regarding the transporting of these items while on duty.

Respectfully,

Chuck Perry
Superintendent,
Broken Arrow Public Schools
918-259-5700

