



SECTION IV: STUDENTS

POLICY 4280

SEARCH OF STUDENTS FOR POSSESSION OF ILLEGAL SUBSTANCES, WEAPONS, RELATED ITEMS

Authority is given to school administrators to conduct a search of any pupil or property, including vehicles, in the possession of a pupil on any school premises, or while in transit under the authority of the school, or while attending any function sponsored by the school, when reasonable suspicion exists to suspect the possession of the following:

1. Dangerous weapons
2. Controlled dangerous substances, as defined in the Uniform Controlled Dangerous Substances Act
3. Intoxicating beverages
4. Low-point beer, as defined by Section 163.2 of Title 37 of Oklahoma Statutes
5. Unauthorized wireless telecommunication devices
6. Missing or stolen property if the property is reasonably suspected to have been taken from a pupil, a school employee or the school during school activities
7. Other contraband and materials that are illegal or prohibited by school policies, rules or regulations

The Board of Education authorizes the use of metal detectors including but not limited to hand-held detectors for the purpose of interdicting weapons brought to school property. Metal detectors may be utilized at any school facility and at school sponsored extra-curricular events. At school sponsored events both students and the general public may be subject to scanning by a metal detector. Scanning shall be random except in situations where the administrator has reasonable suspicion based on observation of behavior or a report provided by a reliable source. Any student attempting to evade a metal detector will be deemed to be in violation of this policy and will be subject to disciplinary action.

Personal search of a student shall be conducted by a person of the same sex as the person being searched and shall be witnessed by at least one other school employee, when practicable ~~who~~ shall also be of the same sex as the person being searched. A search conducted under this policy shall be reasonably related to the objective of the search and shall not be excessively intrusive in light of the age and sex of the student and the nature of the alleged infraction.

The Superintendent of Schools, principal, or designated school employee searching or authorizing the search has authority to detain a student to be searched and to preserve any dangerous weapons, controlled dangerous substances, intoxicating beverages, low-point beer, unauthorized wireless telecommunication devices, missing or stolen property or other item that is illegal or violates school policies, rules or regulations the school administrator has reasonable suspicion that might be in the pupil's possession.

Authority is given to school administrators to detain or restrain such pupil or to preserve any of the specified items for which a search is conducted. The personal search of a student shall be conducted with extreme caution and should be considered only when one of the specified items is being concealed on the student's person.

Students have an obligation to cooperate with school authorities in the conduct of searches, including the search of student vehicles. Students who fail or refuse to cooperate in the conduct of a search or



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who attempt to evade a search will be subject to discipline, which may include out-of-school suspension.

Strip searches are prohibited. No student's clothing, except cold weather outerwear, shall be removed prior to or during the conduct of any search, except when a legal warrant has been obtained through appropriate legal process. If a search will involve removal of any student's clothing, except cold weather outerwear, then the student should be detained and the following action taken:

"The administrator authorizing the search shall notify the local law enforcement agency which shall be responsible for obtaining any warrant or other authorization necessary to conduct such search."

Any pupil found to be in possession of dangerous weapons, controlled dangerous substances, intoxicating beverages, low-point beer, unauthorized wireless telecommunication devices, missing or stolen property or other item that is illegal or violates school policies, rules or regulations may be suspended out-of-school, in accordance with appropriate school policies, rules and regulations.

Building administrators shall inform all pupils through written explanation in the student instructions, handbook, or disciplinary code that the student has no reasonable expectation of privacy rights towards school officials in school lockers, desks, or other school property. Pupils shall not have any reasonable expectation of privacy toward school administrators or teachers in the contents of a school locker, desk, or other school property.

School personnel have access to school lockers, desks, and other school property in order to properly supervise the welfare of pupils. Authorization is given for school lockers, desks, and other areas of school facilities to be opened and examined by appropriate school officials at any time. No reason shall be necessary for such search.

In accordance with provisions of Title 70, Section 24-100.4 of the Oklahoma Statutes, the professional educator "shall have the same right as a parent or guardian to control and discipline such child according to district policies during the time the child is in attendance or in transit to or from the school or any other school function authorized by the school district or classroom presided over by the teacher." Building administrators shall advise professional staff of provisions of this policy and insure that professional staff members are familiar with legal steps to be observed in the conduct of a personal search of a student.

Source: *Title 70, Section 24-102, Oklahoma Statutes.*
School Regulations Amended and Adopted as Policy by Broken Arrow Board of Education, August 7, 1989.
Broken Arrow Board of Education policy revised, September 3, 1997.
Broken Arrow Board of Education policy revised, July 22, 2002.
Broken Arrow Board of Education policy reviewed April 6, 2009.
Broken Arrow Board of Education policy revised, July 13, 2009.
Broken Arrow Board of Education policy revised, December 11, 2017.



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Broken Arrow Board of Education policy revised, <DATE>.



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POLICY 4340

STUDENT OVERNIGHT AND OUT-OF-STATE ACTIVITY/ATHLETIC TRAVEL AND TRIPS

Activity/Athletic Trips

The Board of Education recognizes and supports the importance of legitimate learning experiences available in the total school program through student activity and athletic programs, events, and competitions. Travel by activity groups is normally limited to in-state, one-day programs, performances, and competitions. However, it is recognized that some of our activities require travel outside of the state and overnight stays.

All student overnight and/or out-of-state activity/athletic trips shall be submitted in writing by the sponsor/coach to the school administration upon making the decision to take a trip. It is the intent of this policy that all overnight and/or out-of-state trips receive the appropriate approvals prior to the commencement of ancillary activities associated with the trip, such as fund-raising, reservations, deposits, and the like. Requests shall be submitted according to the following guidelines:

1. At a minimum, out-of-state and/or overnight trips (to adjacent states) shall be submitted thirty (30) days in advance of the trip. Out-of-state trips (to non-adjacent states) requiring Board of Education approval must be submitted a minimum of sixty (60) days in advance of the trip. Exceptions to this timeline will be considered on a case-by-case basis by the Superintendent (or designee) in consultation with the board president.
2. For the purposes of this policy, "adjacent states" refers to those states that are contiguous to – or immediately border – the state of Oklahoma.
3. Requests for activity/athletic trips (out-of-state and/or overnight) shall be submitted to the following individuals for approval (in this order):
 - Building Principal;
 - Appropriate Director/Coordinator (if applicable);
 - Associate Assistant Superintendent and forwarded to the Superintendent (or designee) for final approval.
4. Regularly scheduled, in-state activity/athletic competitions and programs requiring out of town travel that do not require an overnight stay and/or loss of instructional time may be approved by the appropriate director/coordinator (if applicable).

All student travel and trips are subject to cancellation by the administration at any time due to safety, logistical, financial, or other concerns. In the event of cancellation, no school resources shall be used in support of the activity and/or trip.

The following guidelines will be observed for activity and athletic travel and trips:

1. BAPS owned vehicles (bus, suburban, etc.) may be used for out-of-state, student activity trips two hundred seventy-five (275) road miles or less from Broken Arrow, subject to availability and approval by the Principal, Director of Transportation and the



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Superintendent (or designee). Use of BAPS owned vehicles for travel over two-hundred-seventy-five (275) miles requires approval by the Principal, Director of Transportation and the Superintendent (or designee).

2. Bids on commercial transportation contracts must be coordinated through the business office per Board of Education policy.
3. Parental authorization forms and appropriate release forms are to be on file with the building principal and sponsor(s) of the trip.
4. Fund-raising projects related to the trip are to be approved in advance by the principal and/or Board of Education per Board of Education policy.
5. Travel, meals, and lodging expenses of the activity group sponsor(s) may be paid from the appropriate activity group account within the Student Activity Fund.
6. An appropriate ratio of adult chaperones, as identified by school administration, is required for all overnight and out-of-state trips. When more than one transportation vehicle is used during a student activity trip, a minimum of one school employee with current and appropriate certification and/or credentials as identified by school administration must accompany students on each transportation vehicle.
7. Students shall not sleep in the same rooms with sponsors or chaperones unless the sponsor or chaperone is the legal guardian of the student.
8. On overnight trips, a minimum of 1 BAPS employee with current and appropriate certification and/or credentials as identified by school administration and of the same gender as the students attending the activity must attend for supervision purposes. Overnight trips involving *both* male and female students must have a minimum of 1 male and 1 female BAPS employee with current and appropriate certification and/or credentials as identified by school administration in attendance. On occasions where the District does not have both a male and/or female instructor to supervise, a parent can serve as a staff designee to fulfill the policy requirement. Before a parent can serve in this capacity, they must clear a background check and receive final approval by the Superintendent or designee.

Prior to initiating any request for approval of an out-of-state or overnight activity trip, the activity sponsor, building principal, appropriate director/coordinator (if applicable) and the Superintendent (or designee) will review (and meet to discuss if deemed necessary) the proposed trip and its merits.

Source: *Administrative guidelines modified and adopted as Board of Education policy, November 5, 1990;*
Broken Arrow Board of Education policy revised, August 8, 2005.
Broken Arrow Board of Education policy affirmed, July 13, 2009.
Broken Arrow Board of Education policy revised, August 15, 2011.



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Broken Arrow Board of Education policy revised, September 12, 2011.

Broken Arrow Board of Education policy revised, July 10, 2017.

Broken Arrow Board of Education policy revised, November 12, 2018.

Broken Arrow Board of Education policy revised, June 1, 2020.

Broken Arrow Board of Education policy revised, <DATE>.