

## STAFF NOTIFICATION OF VIOLENT BEHAVIOR BY STUDENTS POLICY

### I. PURPOSE

This policy addresses staff notification of violent behavior by students. The purpose of this policy is to address the circumstances in which data should be provided to classroom teachers and other school staff members regarding students with a history of violent behavior in order to serve the student and protect students and staff members. The School Board authorizes administration to establish procedures for compliance with this policy as well as procedures for compliance with data privacy and notice requirements set forth in the District's Protection and Privacy of Pupil Records policy.

### II. DEFINITIONS

For purposes of this policy, terms have the meaning given them.

- A. Administration - "Administration" means the person or persons responsible for performing the school district's obligations under this Policy including but not limited to the superintendent or his/her designee as well as school building principals.
- B. Classroom Teacher - "Classroom Teacher" means the instructional personnel responsible for the course or room to which a student is assigned at any given time.
- C. Incident(s) of Violence - "Incident(s) of violence" means willful conduct that endangers the pupil or other pupils, or surrounding persons, including school district employees, or damages property of the schools. Incident(s) of violence do not include injury or damage which is accidental or is the result of negligence. An incident of violence includes a violent incident described in notices received from either law enforcement or the juvenile courts. Administration is responsible for determining whether certain conduct meets the definition.
- D. Legitimate Educational Interest - Legitimate educational interest includes interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student and student health and welfare. It includes a person's need to know in order to:
  - 1. Perform an administrative task required in the school or employee's contractor position description approved by the school board;
  - 2. Perform a supervisory or instructional task directly related to the student's education; or
  - 3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement or student financial aid;
  - 4. Maintaining a safe educational environment for staff and students and;
  - 5. Consistent with the purposes for which the data are maintained.
- E. School Staff Member - "School Staff Member" includes:
  - 1. A person licensed by the State and appointed by the school board to an administrative, supervisory, instructional or other professional position such as a principal, teacher, counselor or school psychologist;

2. A person employed by or under contract to the school board to perform a special task such as a paraprofessional, school bus driver, secretary, clerk, occupational therapist, or the school board attorney for the period of his or her performance as an employee or contractor; and
3. A substitute for persons listed above for the period of his or her performance as a substitute.

### III. STAFF NOTIFICATION

- A. If the administration has confirmed that a student has demonstrated a pattern of incidents of violence and/or a single incident of violence demonstrates violent behavior, the administration shall determine that the student has a history of violent behavior warranting notice under this policy.
- B. Recipients of Notice - Each classroom teacher of a student with a history of violent behavior will receive notification from the administration prior to placement of the student in the teacher's classroom. In addition, notice will be given by the administration to other school staff members who have a legitimate educational interest in the data.
- C. Determination of Who Receives Notice - Detailed determination of which school staff members have a legitimate educational interest will be made by the school administration.

School staff members who receive notice under this Policy may provide notice to someone substituting for them or for another staff member who has received notice.

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Coon Rapids, MN 55433  
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