

Removal of Unauthorized/Disruptive Persons Procedures

- **The following blurb should be posted indefinitely on ALL campus websites:**

"As of August 26, 2018 all school districts are subject to the Commissioner's new rules regarding the removal of a disruptive person from a campus. More information regarding this new rule can be found in Chapter 37, section 37.105 of the Texas Education Code, which addresses: Unauthorized Persons, Refusal of Entry, Ejection, and Identification.

Per 19 Texas Administrative Code § 103.1207, you may appeal an ejection from a District campus by filing a grievance under the following Board Policies: DGBA (LOCAL), FNG (LOCAL), or GF (LOCAL)."

- **Below is the actual language from the Texas Education Code Addressing the Removal of Unauthorized/Disruptive Persons Procedures:**

Sec. 37.105. UNAUTHORIZED PERSONS: REFUSAL OF ENTRY, EJECTION, IDENTIFICATION. (a) A school administrator, school resource officer, or school district peace officer of a school district may refuse to allow a person to enter on or may eject a person from property under the district's control if the person refuses to leave peaceably on request and:

(1) the person poses a substantial risk of harm to any person; or

(2) the person behaves in a manner that is inappropriate for a school setting and:

(A) the administrator, resource officer, or peace officer issues a verbal warning to the person that the person's behavior is inappropriate and may result in the person's refusal of entry or ejection; and

(B) the person persists in that behavior.

(b) Identification may be required of any person on the property.

(c) Each school district shall maintain a record of each verbal warning issued under Subsection (a)(2)(A), including the name of the person to whom the warning was issued and the date of issuance.

(d) At the time a person is refused entry to or ejected from a school district's property under this section, the district shall provide to the person written information explaining the appeal process established under Subsection (h).

(e) If a parent or guardian of a child enrolled in a school district is refused entry to the district's property under this section, the district shall accommodate the parent or guardian to ensure that the parent or guardian may participate in the child's admission, review, and dismissal committee or in the child's team established under Section 504, Rehabilitation Act of 1973 (29 U.S.C. Section 794), in accordance with federal law.

(f) The term of a person's refusal of entry to or ejection from a school district's property under this section may not exceed two years.

(g) A school district shall post on the district's Internet website and each district campus shall post on any Internet website of the campus a notice regarding the provisions of this section, including the appeal process established under Subsection (h).

(h) The commissioner shall adopt rules to implement this section, including rules establishing a process for a person to appeal to the board of trustees of the school district the decision under Subsection (a) to refuse the person's entry to or eject the person from the district's property.

- **Requirements for warning an individual prior to refusal of entry or ejection from the property:**
 - (1) The individual warned should be given a copy of the blurb posted on the campus website if possible. Each campus should have this printed out and kept readily available. Posters will be created and distributed to campuses.
 - (2) The campus principal must complete the Removal Warning Log. The Removal Warning Log is a google doc in GPISD Google Apps and can be found in the principals' folder. Each campus principal will be sent a link directly to this google document.
 - (3) The Removal Warning Log requires the principal to input the following information: Date of the warning, name of the person being warned, campus/location, administrator/officer issuing the warning, name of a witness to the warning, reason for the warning, and did individual accept written notice.
 - (4) Campus principal must notify Bryan Clements via email of the warning.

- **Requirements for refusal of entry or ejection from the property:**
 - (1) Administrative Committee meeting to discuss the decision to remove and terms of the removal.
 - (2) The campus principal must attempt to conference with the individual either in person or via phone conference to inform the individual of the decision to refuse entry to GPISD property.
 - (3) The individual will be given, either in person or through certified mail, an official letter, signed by the superintendent notifying him or her of the decision to refuse entry to GPISD property and the individual's right to appeal the decision. Principals can obtain this letter from Bryan Clements or Jerid Link.
 - (4) The campus principal must fill out the Removal from Property Log. The Removal from Property Log is a google doc in GPISD Google Apps and can be found in the principals' folder. Each campus principal will be sent a link directly to this google document.
 - (5) The Removal from Property Log requires the campus principal to input the following: Date of removal, name of the person being removed, campus/location, administrator/officer issuing removal, name of a witness to the removal, reason for removal.
 - (6) Campus principal must notify Bryan Clements via email of the removal.