

RELATIONS WITH GOVERNMENTAL ENTITIES
LOCAL GOVERNMENTAL AUTHORITIES

GRA
(EXHIBIT)

See the following pages relating to the relationship between the District and local law enforcement authorities:

- Exhibit A: Letter to Local Law Enforcement Regarding Article 15.27, Code of Criminal Procedure — 1 page
- Exhibit B: Notice to School District Officials of Alleged Criminal Activity by a Student Off School Property and Not at a School-Related Event (to be used by local law enforcement authorities) — 1 page
- Exhibit C: Letter to Prosecuting Attorney or Juvenile Court Regarding Article 15.27, Code of Criminal Procedure — 1 page
- Exhibit D: Notice to School District Officials of No Further Action Regarding Alleged Criminal Activity by a Student Off Campus (to be used by the prosecuting attorney or juvenile court officials) — 1 page
- Exhibit E: Notice to School District Officials of a Student's Conviction, Deferred Prosecution or Adjudication, or Adjudication as Delinquent (to be used by the prosecuting attorney or juvenile court officials) — 1 page
- Exhibit F: Letter to Probation Officers Regarding Article 15.27, Code of Criminal Procedure — 1 page
- Exhibit G: Notice to School District Officials of Alleged Criminal Activity by a Transferring Student Off School Property and Not at a School-Related Event (to be used by the probation officer) — 1 page
- Exhibit H: Acknowledgement of Removal by Legal Authorities — 1 page

Henderson ISD
201902

RELATIONS WITH GOVERNMENTAL ENTITIES
LOCAL GOVERNMENTAL AUTHORITIES

GRA
(EXHIBIT)

HENDERSON SID
LETTER TO LOCAL LAW ENFORCEMENT REGARDING
ARTICLE 15.27, CODE OF CRIMINAL PROCEDURE

Date _____

Head of Local Law Enforcement Office _____

Law Enforcement Address _____

Re: Article 15.27 of the Code of Criminal Procedure

Dear _____:

We would like to ensure that we have a common understanding of certain legal requirements applicable to your agency and our school District. Article 15.27 of the Code of Criminal Procedure requires that a law enforcement agency orally notify the school Superintendent or designee when it arrests or refers to juvenile court anyone who is believed to be a public school student. This oral notice must be given within 24 hours after the arrest or referral is made, or the next school day.

Within seven days after the oral notice is made, written notice must also be mailed. If the law enforcement agency cannot ascertain whether the individual is enrolled as a student, it must notify the district in which it believes the student to be enrolled.

The Code further specifies that both the oral and written notice must contain sufficient details of the referral or arrest and the acts allegedly committed by the student to enable the Superintendent or designee to determine whether there is a reasonable belief that the student has engaged in conduct defined as a felony offense by the Penal Code that warrants the student be removed from his or her regular classroom and placed in a disciplinary alternative education program.

For your convenience, we have included a sample form that you may put on your letterhead. This form provides the information we need in order to meet the responsibilities the law places on the District. Please contact me at (903) 655-5000 if you have any questions.

Sincerely,

Superintendent

Henderson ISD

Henderson ISD
201902

RELATIONS WITH GOVERNMENTAL ENTITIES
LOCAL GOVERNMENTAL AUTHORITIES

GRA
(EXHIBIT)

NOTICE TO SCHOOL DISTRICT OFFICIALS OF ALLEGED CRIMINAL ACTIVITY BY A
STUDENT OFF SCHOOL PROPERTY AND NOT AT A SCHOOL-RELATED EVENT

CONFIDENTIAL COMMUNICATION

Date _____

District Name _____

Name of Superintendent or designee _____

District's address _____

Dear _____:

Article 15.27 of the Texas Code of Criminal Procedure requires that notice be given of the arrest or referral to juvenile court of an individual believed to be enrolled in Henderson ISD.

The alleged criminal act for which the student was arrested or referred is a:

Misdemeanor offense Felony offense

This department believes this student engaged in the following activities:

[Briefly state suspected offense, location, time, date, victims, and comments by police officer. Provide sufficient details of the arrest.] _____

Student's name: _____

Student's address: _____

Student's date of birth: _____

Please contact me at _____ (phone number) if you have any questions.

Sincerely,

(police department or county sheriff's department)

Henderson ISD
201902

RELATIONS WITH GOVERNMENTAL ENTITIES
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HENDERSON ISD
LETTER TO PROSECUTING ATTORNEY OR JUVENILE COURT REGARDING
ARTICLE 15.27, CODE OF CRIMINAL PROCEDURE

Date _____

Prosecuting attorney or Juvenile Court name _____

Prosecuting attorney or Juvenile Court address _____

Re: Article 15.27 of the Code of Criminal Procedure

Dear _____:

We would like to ensure that we have a common understanding of certain legal requirements applicable to your office and Henderson ISD. Article 15.27 of the Code of Criminal Procedure requires that the office of the prosecuting attorney or official designated by the juvenile court, within two working days, notify the HISD if:

1. Prosecution of a student's case was refused for lack of prosecutorial merit or insufficient evidence and no formal proceedings, deferred adjudication, or deferred prosecution will be initiated; or
2. The court or jury found the student not guilty or made a finding that the child did not engage in delinquent conduct or conduct indicating a need for supervision, and the case was dismissed with prejudice.

The prosecuting attorney is also required to notify the HISD when a student is convicted, receives deferred prosecution or deferred adjudication, or is adjudicated delinquent for any conduct listed in Article 15.27(h) of the Code of Criminal Procedure.

For your convenience, we have included a sample form that you may put on your letterhead. This form provides the information we need to meet the responsibilities the law places on HISD.

Please contact me at (903) 655-5000 if you have any questions.

Sincerely,

Superintendent
Henderson ISD

Henderson ISD
201902

RELATIONS WITH GOVERNMENTAL ENTITIES
LOCAL GOVERNMENTAL AUTHORITIES

GRA
(EXHIBIT)

NOTICE TO SCHOOL DISTRICT OFFICIALS OF NO FURTHER ACTION REGARDING
ALLEGED CRIMINAL ACTIVITY BY A STUDENT OFF CAMPUS

CONFIDENTIAL COMMUNICATION

Date _____

Henderson ISD

Name of Superintendent or designee _____

P.O. Box 728
Henderson, TX 75653

Dear _____:

Article 15.27 of the Texas Code of Criminal Procedure requires that notice be given when a student is found not guilty or if charges have been dropped. This office therefore gives notice that it is not pursuing any further legal action against _____, a student at Henderson ISD.

[Briefly state actions that occurred to arrive at this result.]

Student's name _____

Student's address _____

Student's date of birth _____

Date of alleged offense _____

Please contact me at _____ (phone number) if you have any questions.

Sincerely,

(prosecuting attorney)
(designee of juvenile court)

Henderson ISD
201902

RELATIONS WITH GOVERNMENTAL ENTITIES
LOCAL GOVERNMENTAL AUTHORITIES

GRA
(EXHIBIT)

NOTICE TO SCHOOL DISTRICT OFFICIALS OF A STUDENT'S CONVICTION,
DEFERRED PROSECUTION OR ADJUDICATION, OR ADJUDICATION AS
DELINQUENT

CONFIDENTIAL COMMUNICATION

Date _____

Henderson ISD

Name of Superintendent or designee _____

P.O. Box 728
Henderson, TX 75653

Dear _____:

Article 15.27 of the Texas Code of Criminal Procedure requires that notice be given of certain convictions or adjudications regarding an individual enrolled as a student at Henderson ISD. The student below:

___ was convicted

___ received deferred prosecution or adjudication

___ was adjudicated delinquent

for conduct listed in Article 15.27(h) of the Code of Criminal Procedure.

[Briefly describe the offense, the location, time, and date. List victims if applicable.]

Student's name _____

Student's address _____

Student's date of birth _____

Please contact me at _____ (phone number) if you have any questions.

Sincerely,

(prosecuting attorney)
(designee of juvenile court)

Henderson ISD
201902

RELATIONS WITH GOVERNMENTAL ENTITIES
LOCAL GOVERNMENTAL AUTHORITIES

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(EXHIBIT)

HENDERSON ISD
LETTER TO PROBATION OFFICERS REGARDING
ARTICLE 15.27, CODE OF CRIMINAL PROCEDURE

Date _____

Chief Probation Officer _____

Chief Probation Officer's address _____

Re: Article 15.27 of the Code of Criminal Procedure _____

Dear _____:

We would like to ensure that we have a common understanding of certain legal requirements applicable to your office and Henderson ISD. Article 15.27 of the Code of Criminal Procedure requires a parole or probation officer having jurisdiction over a student described by Subsection (a), (b), or (e) who transfers from a school or school district to another that is different from the one the student was enrolled in when arrested, referred to juvenile court, convicted, or adjudicated delinquent, to notify the new school officials (Superintendent) of the arrest or referral in a manner similar to that provided by Subsection (a) or (e)(1), or of the conviction or delinquent adjudication in a manner similar to that provided by Subsection (b) or (e)(2).

For your convenience, we have included a sample form that you may put on your letterhead. This form provides the information we need to meet the responsibilities the law places on HISD.

Please contact me at (903) 655-5000 if you have any questions.

Sincerely,

Superintendent
Henderson ISD

Henderson ISD
201902

RELATIONS WITH GOVERNMENTAL ENTITIES
LOCAL GOVERNMENTAL AUTHORITIES

GRA
(EXHIBIT)

NOTICE TO SCHOOL DISTRICT OFFICIALS OF ALLEGED CRIMINAL ACTIVITY
BY A TRANSFERRING STUDENT OFF SCHOOL PROPERTY AND NOT AT A
SCHOOL-RELATED EVENT

CONFIDENTIAL COMMUNICATION

Date _____

Henderson ISD

Name of Superintendent or designee

P.O. Box 728
Henderson, TX 75653

Dear _____:

Article 15.27 of the Texas Code of Criminal Procedure requires that when a student transfers from one school to another school or district other than the one in which the student was enrolled when arrested, referred to a juvenile court, convicted, or adjudicated delinquent, the parole or probation office having jurisdiction over the student shall notify the new school officials of the arrest or referral to a juvenile court, conviction, or delinquent adjudication. This office therefore gives notice that _____ a student at Henderson ISD, is under the jurisdiction of this probation office.

[Briefly state pertinent details of actions that occurred, indicating that the student moved from another school and was arrested, convicted, referred to a juvenile court, or adjudicated delinquent.]

Student's name _____

Student's address _____

Student's date of birth _____

Please contact me at _____ (phone number) if you have any questions.

Sincerely,

(probation officer)

Henderson ISD
201902

RELATIONS WITH GOVERNMENTAL ENTITIES
LOCAL GOVERNMENTAL AUTHORITIES

GRA
(EXHIBIT)

HENDERSON ISD
ACKNOWLEDGEMENT OF REMOVAL BY LEGAL AUTHORITIES

Student's name _____

Campus _____

Date _____ Time _____

Officials of Henderson ISD hereby release _____ (*student's name*) to the custody of _____ (*name*) of _____ (*legal entity, i.e., CPS, name of local police or sheriff's department*), in accordance with a request from the legal authorities. This release supersedes the responsibility of Henderson ISD to the student and his or her parents or guardians that would otherwise prevail.

By taking possession of this student, _____ (*name of person having legal authority*), assumes the duty of reasonable care for the safety and welfare of the student.

Signature of Principal or designee _____

Signature of person taking student into custody _____

(The form must be kept on file by the school; however, a copy may be given to the person taking custody of the student.)