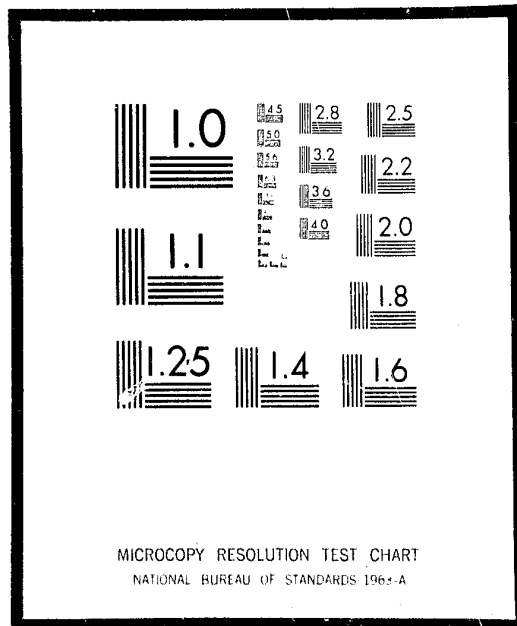


# NCJRS

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LAW ENFORCEMENT ASSISTANCE ADMINISTRATION  
NATIONAL CRIMINAL JUSTICE REFERENCE SERVICE  
WASHINGTON, D.C. 20531

Date filmed,

8/3/76

THE SECURITY DIVISION  
OF THE  
BALTIMORE CITY  
PUBLIC SCHOOLS

GENERAL ORDERS

NCJRS

JUN 14 1976

ACQUISITIONS

34712 DUP

BOARD OF SCHOOL COMMISSIONERS

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Dr. Beryl W. Williams, *Vice-President*

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Howard E. Marshall

Grover L. McCrea, Jr.

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David E. Sloan

Pamela McAdory, *Student Commissioner*

Earl Wrenn, *Student Commissioner*

Dr. John L. Crew, Sr., *Interim Superintendent of Public Instruction*

Dr. Paul L. Vance, *Deputy Superintendent for Executive Matters*

Larry Burgan, *Chief, School Security*

GENERAL ORDER #1

SUBJECT: Security Officers' Authority, Power of Arrest

- I. In accordance with Section 16-16 of the Code of Public Local Laws of Baltimore City, as amended effective July 1, 1971 by the Legislature of the State of Maryland, Security Officers shall be commissioned as Special Police Officers by the Police Commissioner of Baltimore City.
- II. As Special Police Officers, Security Officers "... shall have power to preserve the public peace, prevent crime, arrest offenders, protect rights and property in, upon, and in the immediate vicinity of the premises of schools and other Department of Education properties as fully as regular police officers of Baltimore City."
- III. It is the policy of the Baltimore City Public Schools that Security Officers shall attempt to resolve less serious acts of misconduct by students "... without arrests and resorting to the Courts."
  - A. Security Officers will attempt to involve school administrators in student related incidents before arrest becomes necessary.
  - B. Security Officers are not to become involved in simple discipline problems.
- IV. In all cases where the power of arrest is exercised on school premises, the principal of the school must be notified as soon as possible after the arrest has taken place.

GENERAL ORDER #2

SUBJECT: Standard of Personal Conduct of Security Officers

- I. Security Officers shall conduct themselves at all times in a manner that will reflect creditably on themselves, on the Department of Education, and on the welfare of students.
- II. While going about their duties, Security Officers shall maintain a courteous impartial attitude in their dealings with students, faculty, staff, and the general public.
- III. Security Officers shall not at any time, on or off duty, participate in any illegal or disorderly activities that would bring discredit or unnecessary criticism to the Security Officer or to the Department of Education.
- IV. Security Officers violating the provisions of this or other General Orders shall be subject to disciplinary action up to and including dismissal.

GENERAL ORDER #3

SUBJECT: Security Officers' Assignments, Working Hours

- I. Security Officers shall be assigned at the discretion of the Chief of School Security.
- II. As the need arises, Security Officers may be transferred to other assignments within a Region or to another Region with the concurrence of the Chief of School Security.
  - A. Such re-assignments may occasion a minor change in working hours but in no event shall the work day exceed eight hours.
- III. As the need arises, Security Officers may be temporarily detailed away from their regular assignments and such details shall be at the discretion of the Regional Security Supervisor or the Chief of School Security.
- IV. All Security Officers are required to work an eight-hour day.
  - A. Lunch periods shall be for a 40-minute period.
    1. Lunch periods should be taken as near to the middle of the shift as possible--preferably between 11 a.m. and 1 p.m.
    2. Leaving the assigned school for lunch is optional, but if Security Officers choose to do so they must notify the school office and sign out in their log books before leaving.
    3. Two or more officers assigned to the same school will take their lunch periods at different times.
- V. To meet the needs of the various schools and buildings, Security Officers may be assigned to any of the following schedules.
  - A. 7:30 a.m. to 3:30 p.m.
  - B. 8:00 a.m. to 4:00 p.m.
  - C. 8:30 a.m. to 4:30 p.m.
  - D. 9:00 a.m. to 5:00 p.m.

GENERAL ORDER #4

SUBJECT: Issued Equipment and Attire

- I. Security Officers, without exception, shall carry all issued equipment while on duty and shall, while off duty, see that such equipment is kept in a secure manner.
  - A. Under ordinary circumstances while in the performance of their duties, Security Officers shall display their badge and identification card on the request of any citizen or member of the press or other news media.
    1. Actions immediately necessary for safety or good order shall not be delayed in order to produce identification. At other times, however, such identification shall be produced for the purposes of common courtesy and good public relations.
  - B. Use of Chemical Mace or application of handcuffs constitutes an assault. Therefore, before using this equipment officers must have reasonable cause to make an arrest and must be able to justify the need for their use in attempting to effect the arrest.
    1. As a general rule, use of Chemical Mace or handcuffs can only be justified for the following reasons.
      - a. To defend one's self or another person from assault.
      - b. To attempt to effect a legal arrest when resistance is encountered and less severe means of overcoming it is not effective. (The resistance must be physical, not simply verbal.)
    2. When it has been necessary to use Chemical Mace or handcuffs, a written report must be made to the Security Office.
    3. Nothing in the foregoing shall prevent the use of handcuffs to insure the safety of all concerned while transporting previously arrested prisoners.
  - C. Security Officers are responsible for all issued equipment. Equipment lost through carelessness or neglect by Security Officers will be paid for by that officer.
- II. Security Officers shall dress in a neat, clean, socially acceptable manner at all times while on duty.
  - A. While less formal attire such as sport shirts and turtle neck sweaters may be acceptable, Security Officers shall wear a

General Order #4 (continued)

sport coat or other outer garment of sufficient length to cover their equipment (handcuffs, Mace, etc.) at all times while in view of the students or the general public.

- B. As a general rule, extremes in dress or personal appearance should be avoided.

THE OFFICIAL POLICY OF THE BOARD OF SCHOOL COMMISSIONERS EXPRESSLY FORBIDS THE CARRYING OF FIREARMS BY SCHOOL SECURITY PERSONNEL WHILE ON DUTY. Therefore, this policy automatically becomes one of the operating rules of the Security Division. ANY SECURITY PERSONNEL IN VIOLATION OF THIS RULE WILL BE SUBJECT TO DISCIPLINARY ACTION UP TO AND INCLUDING IMMEDIATE SUSPENSION AND DISMISSAL.

GENERAL ORDER #5

SUBJECT: Requesting Assistance of Baltimore City Police

- I. Security Officers shall use the following procedure when requesting police assistance:
  - A. Dial 222-3333
  - B. Identify yourself by name and title and give location where help is needed.
  - C. Give the code phrase "This call is on the authority of (state name of Chief of School Security.)"
  - D. State the nature of assistance needed (get a report, assist with disorderly crowd, transport juveniles, wagon run, etc.)
  - E. Should you have difficulty in getting a satisfactory acknowledgement from the police telephone clerk, ask to speak to her supervisor.
  - F. When calling for transportation of a prisoner, be sure to state that you are "holding a prisoner" and give the approximate age of the prisoner.
- II. The above procedure is to be used by Security Officers only. When they are forced to have someone else make the call for them, that person will have to remain at the phone to verify the call in the event that Police Communications calls back.

GENERAL ORDER #6

SUBJECT: Search of Prisoners

- I. When making an arrest, Security Officers shall thoroughly search the suspect for concealed weapons or contraband.
- II. In the event a female is arrested, every effort must be made to obtain the assistance of a female Security Officer or a female staff member in making the search. When such assistance is not available, the search must be made in the presence of at least one witness. This search shall be limited to patting down the outside of the suspect's clothing to determine if weapons are concealed beneath them and to examine hand-bags for weapons or contraband.
- III. All Officers should be aware that they may have to justify the need for a search in court, particularly in the case of persons wearing very tight or form fitting clothing.
- IV. In no event will a search be made by Security Officers except pursuant to a lawful arrest, when they are in possession of a search warrant, or when they have the witnessed permission of the subject.
  - A. A "frisk" for offensive weapons is not considered a search, provided the requirements of court rulings are met.
- V. Search of a prisoner's personal belongings, motor vehicle, etc., is only permissible when the prisoner is in close proximity to them at the time of arrest.

GENERAL ORDER #7

SUBJECT: Juvenile Court Referrals.

- I. In all cases involving the arrest by Security Officers of students of the Baltimore City Public Schools, regardless of age, or the arrest of any juvenile whether or not a student, a Court Referral Data Form will be completed and forwarded to the Security Office as soon as possible.
  - A. Follow directions on back of form and make appropriate entry in every section from No. 1 through No. 23.
  - B. Forward a Complaint Report form giving the details of the case with each Court Referral Data Form. (When several individuals are being referred as a result of one incident, only one Complaint Report is necessary, clipped together with all the involved Court Referral Data Forms.)
- II. When a Security Officer is advised of the final disposition of a case, he will notify the Security Office as soon as possible.
  - A. Include date of hearing and code number for action taken. (Disposition List on back of Court Referral Data Form.)
- III. In all cases involving transportation of arrested juveniles by Baltimore City Police Department officers, the following procedures will be adhered to.
  - A. When Security Officers are filing the referral, tell the Baltimore City Police Department officer taking the report to mark his Custody form, "Will be referred by School Security."
  - B. When Baltimore City Police Department officers are making the referral, indicate this in the space marked "Disposition" on the Complaint Report filed with the Juvenile Court Referral form. We will then retain all copies within the school system.
  - C. Make sure in all cases that there is a clear understanding about which agency is to make the referral.
  - D. When it is determined that the interest of public safety can best be served by detention of the accused juvenile, permission must be obtained from a Department of Juvenile Services Intake Consultant--383-3106.

GENERAL ORDER #8

SUBJECT: Security Officers' Statements to News Media

- I. On request of properly identified members of the news media for information relative to incidents occurring at their assigned schools, Security Officers shall use the following procedure.
  - A. Give only those hard facts known to the Security Officer first hand. Statements by victims, suspects, witnesses or other hearsay shall not be passed on to the reporters.
  - B. No names or addresses of involved persons or witnesses shall be given to reporters by Security Officers.
  - C. Security Officers shall at no time make critical evaluations of the persons involved in incidents or of any group of persons involved in general disorder at their assigned schools.
  - D. Security Officers will at all times maintain a polite, courteous attitude toward members of the news media, referring all questions calling for prohibited answers to a Supervisor or the Chief of School Security.
- II. If, in the opinion of the Security Officer on the scene, presence of the news media would create an unsafe condition within the building, such persons shall be directed to remain outside and a Supervisor shall be summoned immediately.
- III. In all cases, members of the news media must register at the school office and receive the principal's permission to go through the building.

GENERAL ORDER #9

SUBJECT: Proper usage of Log Book and Notification of Central Security Office on Leaving Assigned School

I. Log Book Usage.

- A. Log book must be kept in the main office readily available to the principal.
- B. Log book must be signed in each day upon arrival at the school.
- C. No officer is to sign the log book of another officer.
- D. Log book is to be signed in and out as needed for each day's work.
- E. Log book is to be signed whenever a Security Officer leaves his assigned school, including out and in for lunch.
- F. The only exceptions will be emergency situations such as the pursuit of a suspect from the school grounds or upon observing a serious offense taking place within view, or when accompanying prisoners to the police station.

II. Notification of Central Security Office on leaving assigned school.

- A. Security Officers will not leave their assigned schools for any reason without authorization by a Supervisor or the Central Security Office.
- B. The above includes absences necessary for court appearances and investigations to be conducted at other schools or locations.
- C. The only exceptions to the above are the Security Officer's authorized lunch period or an emergency situation such as pursuit of a suspect from the school grounds, or upon observing a serious offense taking place within view or when accompanying a prisoner to the police station.
- D. Any absences without authorization will result in disciplinary action being taken.

GENERAL ORDER #10

SUBJECT: Filing of Reports

I. Crimes against persons, personal property, arrests.

- A. All assaults resulting in an injury that requires treatment, all assaults with weapons, assault and robbery, larcenies involving a value of ten dollars or more, and any complaint resulting in an arrest, shall be reported on the forms provided by the Central Security Office.

1. These offenses must also be reported to the Baltimore City Police Department.

2. When making police reports, your address is:  
3 East 25th Street - phone 467-1619.

- B. All information available shall be filled into the appropriate blanks and a brief description of the incident shall be included in the space provided. This description shall include what action was taken, any injury and how it was treated, and a list of all known witnesses to the complaint.

- C. In the event that more space is needed, or should you need to file additional information at a later date, use the white Supplementary Report form. Be sure you fill in the school number, the date of the original occurrence, and the complainant's name.

II. Damage, theft, arson, illegal entry of school property.

- A. All complaints of damage, theft, arson, or illegal entry of school property shall be reported on the forms provided by the Central Security Office for this purpose.

- B. All available information shall be filled into the appropriate spaces. Any damaged, lost or stolen property must be described by brand, model, value, and serial number when this can be ascertained.

- C. All serious complaints of vandalism, theft and arson, and all illegal entries must be reported to the Baltimore City Police Department.

GENERAL ORDER #11

SUBJECT: Sick Leave, Vacation and Personal Leave Days, Emergency Closings

- I. Security Officers finding it necessary to use Sick Leave shall notify the Central Security Office between 7:30 a.m. and 8:30 a.m. on the first day of such absence.
  - A. Such notification shall be made directly to the Central Security Office via 467-1619, 396-6888, or 396-6889.
  - B. Unless notification is made that Sick Leave will extend beyond one day, then notification will be required on each successive day's absence.
- II. Security Officers must make requests for one day Vacation Leave or Personal Leave at least one day in advance except in cases of emergency. If the leave is to extend to one week or more, the request must be made at least one week prior to requested starting date of the leave.
- III. In all cases, it is the responsibility of the Security Officer to notify his assigned school of the times he will be absent due to Sick Leave, Vacation or Personal Leave.
- IV. In the event an emergency arises over a weekend or holiday, Security Officers shall arrange for notification of the need for leave, the nature of the emergency, and the probable duration of the leave. This notification must be made to the Central Security Office between 7:30 a.m. and 8:30 a.m. on the next scheduled work day.
- V. Emergency Closing of Schools
  - A. When an announcement is made via radio or television that schools have been closed because of inclement weather, Security personnel must still report to their assigned buildings for duty.
    1. Security personnel must call the Security Division Office and request vacation or personal leave if they do not wish to report for work on such days.
    2. Personnel who do not report for work and who do not call the Security Division Office will be marked "X" on the payroll for that day.
  - B. Only when announcement is made that the Mayor has suspended operations of all City Departments because of bad weather will Security personnel be marked "permission" on the payroll for absence.

GENERAL ORDER #12

SUBJECT: Security Officers Injured in Line of Duty.

- I. Security Officers injured in the line of duty shall report all such injuries to the Central Security Office by phone immediately, if possible. This is for their own protection.
- II. In the case of injuries severe enough to require immediate emergency treatment at a hospital, the hospital must be informed that the officer is a City employee injured in the line of duty and the Central Security Office notified as soon as possible.
- III. In the case of less severe injuries that can await treatment at the Medical Services Division, injured officers shall report first to the Central Security Office to receive a Certificate for Medical Treatment before reporting to the Clinic at 111 N. Calvert Street.
- IV. When injuries require subsequent visits to the Clinic during duty hours, such visits shall be reported to the Central Security Office prior to leaving the assigned duty station.



GENERAL ORDER #13

SUBJECT: Overtime for Security Officers

- I. Pursuant to the job specifications for Security Officers and on the request of principals, Security Officers may, at their discretion, attend P.T.A. meetings as members of the school staff. Should they choose to attend such meetings, Security Officers will be paid a minimum of four hours overtime for each attendance when they have to return to the school sometime after their regular hours.
  - A. The Central Security Office must be notified at least one full day in advance of such meetings in order to file overtime authorization with the Payroll Department.
- II. Security Officers having court appearances which will result in overtime must report such overtime by phone on the day of occurrence.
- III. In cases of emergency, Security Officers may be required to work overtime at the discretion of a Security Supervisor or the Chief of School Security.
- IV. When non-emergency overtime is available, it shall be offered as follows:
  - A. To the officer or officers assigned to the building involved, if any.
  - B. To available officers on the Regional or General Seniority List, whichever is appropriate.
    1. Officers refusing or unavailable for overtime when offered will be offered again when next their name comes up on the list.
- V. All overtime is compensated at the rate of  $1\frac{1}{2}$  times the normal hourly rate, as computed by Central Payroll Division.

GENERAL ORDER #14

SUBJECT: Employees Expense Account (Mileage Sheets)

- I. In order to be compensated for mileage traveled in their personal vehicles while conducting Departmental business, Security Officers shall use the following procedure when filing expense sheets.
  - A. Expense sheets must be filed in duplicate by the third day of the month for the preceding month.
  - B. All information must be filled in completely:
    1. Dept./Bureau - Education/Security 555
    2. Month and year expenses incurred
    3. Each day's expenses recorded all the way across and totaled
      - a. mileage to the nearest full mile
      - b. total amount due at appropriate rate
      - c. parking meter expense preceded by "PM"
    4. Each vertical column totaled at end of month
    5. Officer's name and Social Security number with address--3 East 25th Street, Balto., 21218-- printed in box
    6. Date and signature as indicated
    7. Account number and work order number
    8. Attached receipts when necessary
- II. In no case will Security Officers be compensated for mileage traveled while transporting students, faculty, staff, or prisoners in their private vehicles.
  - A. Transportation of unconscious, sick, or injured persons
    1. All persons found by Security Officers to be in need of treatment at a hospital shall be transported by Municipal Ambulance.
    2. In no case shall a Security Officer transport such persons in his private automobile or arrange for their transportation in the private automobile of another person.
    3. Security Officers shall be aware that Municipal Ambulances are equipped with resuscitators, heart massage units, and other life maintenance equipment. Security Officers shall therefore make every effort to ensure that this equipment is available to all persons being transported to hospitals.
- III. Security Officers shall not be compensated for mileage to and from work except when called in for emergency overtime at abnormal hours.

SUBJECT: Disciplinary Action

I. Violations of the General Orders for Security Officers of the Department of Education or other applicable rules and regulations governing Classified Employees will result in disciplinary action and may include any or all of the following steps.

A. Verbal reprimand

B. Written reprimand--copy to be included in personnel file

C. Suspension from duty.

1. Temporary suspensions on the authority of the Regional Security Supervisors will be followed by a hearing before the Chief of School Security or his designated subordinate.

2. The Chief of School Security may initiate or continue suspensions for various periods at his discretion.

D. Loss of leave

1. After a hearing before the Chief of School Security.

E. Dismissal

1. After a hearing before the Chief of School Security and approval by the Deputy Superintendent for Executive Matters

II. The following reasons are recognized by the Civil Service Commission as sufficient cause for removal. Other reasons may be recognized, although not enumerated:

1. Conviction of a criminal offense
2. Physical inability to perform required duties
3. Intoxication while on duty
4. Carelessness or negligence in performance of duties
5. Offensive conduct toward the public or other employees
6. Conduct while on or off duty unbecoming to an employee of the City
7. Incompetence or inefficiency in the performance of duties.
8. Insubordination
9. Conflict of interest involving outside employment
10. Failure to pay just debts causing annoyance to superiors or scandal to the municipal service
11. Accepting bribes in the form of fees, gifts, or other valuable things
12. Absence without leave for three (3) consecutive days without good cause and without notifying the supervisor of the intention to return
13. Taking an active part in political management or political campaigns other than to vote or to express individual opinions.

A BILL ENTITLED

AN ACT to repeal and re-enact, with amendments, Section 16-16 of the Code of Public Local Laws of Baltimore City (1969 Edition, being Article 4 of the Code of Public Local Laws of Maryland), title "Baltimore City," subtitle "Police Department," setting forth the powers of school security guards as special police officers and providing that the restriction against special police officers being paid the Baltimore City or the State of Maryland does not apply to such school security guards.

SECTION 1. Be it enacted by the General Assembly of Maryland, That Section 16-16 of the Code of Public Local Laws of Baltimore City (1969 Edition being Article 4 of the Code of Public Local Laws of Maryland), title "Baltimore City," subtitle "Police Department," be and it is hereby repealed and re-enacted, with amendments, to read as follows:

16-16

The Police Commissioner of Baltimore City is hereby authorized, in the exercise of his discretion, upon the application of any corporation, association, firm or person in the City of Baltimore that the said Commissioner may deem responsible, to appoint suitable persons as special police officers to serve without pay from the said City or the State of Maryland, and the corporation, association, firm or person applying for such appointment shall be liable for the official misconduct, wrongful or negligent acts of the officer appointed on such application. Every special police officer appointed under the provisions of this section shall, upon the premises of the corporation, association, firm or person for which he may have been appointed, but not elsewhere, have power to preserve the public peace, prevent crime, arrest offenders, protect the rights and property in and upon such premises as fully as a regular police officer of Baltimore City. A record of such appointment shall be kept in the office of the said Commissioner, and any appointments so made may be revoked by the said Commissioner at any time, and the form of badge to be worn by such special officer shall be prescribed by the said Police Commissioner and, additionally, such special police officers shall wear no uniform which does not have the approval of the Commissioner. Nothing herein shall be intended to permit private detectives licensed under the laws of Maryland to act or be appointed under the provisions of this section as a special police officer.

School security guards appointed as special police officers under this section shall have power to preserve the public peace, prevent crime, arrest offenders, protect rights and property in, upon, and in the immediate vicinity of the premises of schools and other Department of Education properties as fully as regular police officers of Baltimore City. The provision of this section that appointees thereunder shall serve without pay from the City or the State of Maryland shall not apply to school security guards.

SECTION 2. And be it further enacted, That this Act shall take effect JULY 1, 1971.

CHAPTER 552

(Senate Bill 476)

AN ACT to add new Section 577A to Article 27 of the Annotated Code of Maryland (1957 Edition), title "Crimes and Punishments", subtitle "Trespass", to follow immediately after Section 577 thereof, providing that any person, not having lawful business therein or acting in a manner disruptive of usual business therein who refuses or fails to leave a public building or grounds or specific portion thereof, of a public agency or public institution upon being requested to do so by an authorized employee thereof, shall be guilty of a misdemeanor and providing penalties therefor.

Section 1. Be it enacted by the General Assembly of Maryland, That new Section 577A be and it is hereby added to Article 27 of the Annotated Code of Maryland (1957 Edition), title "Crimes and Punishments", sub-title "Trespass", to follow immediately after Section 577 thereof, and to read as follows:

577A. Public Buildings and Grounds.

(1) Any person refusing or failing to leave a public building or grounds, or specific portion thereof, of a public agency or public institution during those hours of the day or night when the building, grounds, or specific portion thereof, is regularly closed to the public, upon being requested to do so by a regularly employed guard, watchman or other authorized employee of the public agency or institution owning, operating or maintaining the building or property, if the surrounding circumstances are such as to indicate to a reasonable man that such person has no apparent lawful business to pursue at such place, shall be guilty of a misdemeanor, and upon conviction thereof shall be fined not more than \$1,000.00, or imprisoned for not more than six months, or both in the discretion of the courts.

(2) Any person refusing or failing to leave a public building or grounds, or specific portion thereof, of a public agency or public institution during regular business hours, upon being requested to do so by an authorized employee of the public agency or institution owning, operating or maintaining the building or property, if the surrounding circumstances are such as to indicate to a reasonable man that such person has no apparent lawful business to pursue at such place or is acting in a manner disruptive of and disturbing to the conduct of normal business by such agency or institution, shall be guilty of a misdemeanor, and upon conviction thereof shall be fined not more than \$1,000.00, or imprisoned for not more than six months, or both, in the discretion of the court.

Sec. 2 And be it further enacted, That this Act shall take effect June 1, 1966. Approved May 6, 1966.

MAYOR AND CITY COUNCIL OF BALTIMORE

No. 529

(City Council 863)

*An Ordinance to add a new Section 19 to Article 24 of the Baltimore City Code (1966 Edition), title "Schools," to come under the new subtitle "Registration of Visitors," providing that any person entering a Baltimore City Public School, other than teachers, students, or employees of that school, must immediately register and identify himself at the school office, and, providing penalties.*

*SECTION 1. Be it ordained by the Mayor and City Council of Baltimore, That a new Section 19 be and it is hereby added to Article 24 of the Baltimore City Code (1966 Edition), title "Schools" and to read as follows:*

*19. Registration of Visitors*

*It shall be unlawful for any person to enter any public school building owned or leased by the City of Baltimore or its agencies without immediately registering at the office of the principal or other designated head of that school. Such registrant shall be required to furnish his name, address, and occupation, and shall state the reason for his presence in the building. In addition, he shall furnish positive identification that he is that person so registering. The provisions of this section shall not apply to teachers, students, or employees at the particular school.*

*Any violation of the provisions of this section shall be deemed a misdemeanor, subject upon conviction to a fine of not more than five hundred dollars (\$500) or to imprisonment for not longer than six (6) months or to both fine and imprisonment, in the discretion of the Court.*

2

*SECTION 2. And be it further ordained, That this ordinance shall take effect from the date of its passage.*

Approved June 27, 1969

A new Section 173A was added to Article 27 of the Annotated Code of Maryland (the "Crimes and Punishments" Article) by the enactment of Chapter 226 of the Laws of 1970, which was introduced into the 1970 Regular Session of the General Assembly as H.B. 177.

New Section 173A.

(A) No person shall willfully disturb or otherwise willfully prevent the orderly conduct of the activities, administration, or classes of any school, college, or university within this State.

(B) No person shall molest or threaten with bodily harm any student, employee, administrator, agent, or any other person lawfully in a building of, on or about the grounds of, or in the immediate vicinity of, any school, college, or university.

(C) Any person violating the prohibitions of this Section shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined not more than \$1,000.00 or imprisoned for not more than six months or both.

ARTICLE 27, SECTION 36

ANNOTATED CODE OF MARYLAND

First Paragraph

Concealed Weapons

Every person who shall wear or carry any pistol, dirk knife, bowie knife, switch-blade knife, slung shot, billy, sand club, metal knuckles, razor or other dangerous or deadly weapon of any kind whatsoever (penknives excepted), concealed upon or about his person; and every person who shall wear or carry any such weapon openly with the intent or purpose of injuring any person in any unlawful manner, shall be guilty of misdemeanor, and upon conviction thereof, shall be imprisoned in Jail or the Maryland House of Correction for not less than six months nor more than three years; and in case of conviction, if it shall appear from the evidence that such weapon was carried concealed as aforesaid, or openly, with the deliberate purpose of injuring the person or destroying the life of another, the court of justice of the peace presiding in the case shall impose the highest sentence of imprisonment hereinbefore prescribed.

(Digest of Criminal Laws, July 1, 1968)

# BALTIMORE CITY PUBLIC SCHOOLS

(For Inter-office or Inter-school Correspondence)

Date. October 25, 1974

To All Security Personnel School or Dept. ....

From Larry Burgan, Chief School or Dept. Security

Subject "NUNCHAKU" STICKS

Section 36 of Article 27 of the Annotated Code of Maryland has been amended effective July 1, 1974 to include in its list of dangerous and deadly weapons that are unlawful to carry concealed or to carry openly with intent or purpose of injury "Nunchaku" sticks.

A new paragraph B has been inserted into the law which reads as follows:

(B) As used in this section, a "Nunchaku" is a device consisting of two pieces of wood, metal, plastic, or other like substance connected by any chain, rope, leather, or other flexible material not exceeding 24 inches in length.

This amendment was approved by the Governor on May 31, 1974.

1b

HOUSE BILL NO. 1327.

Introduced by Delegates Hagner and Weidemeyer.

All ACT to add new Section 35-1/2 36A to Article 27 of the annotated Code of Maryland (1971 Replacement Volume), title and subtitle "Crimes and Punishments," to follow immediately after Section 35 thereof and to be under the new subheading "Carrying Deadly Weapons on Public School Property," to prohibit the carrying of deadly weapons on public school property, with certain exceptions, and providing a penalty therefor.

SECTION I. Be it enacted by the General Assembly of Maryland, That new Section 35-1/2 36A be and it is hereby added to Article 27 of the Annotated Code of Maryland (1971 Replacement Volume), title and subtitle "Crimes and Punishments," to follow immediately after Section 35 thereof and to be under the new subheading "Carrying Deadly Weapons on Public School Property," and to read as follows:

Carrying Deadly Weapons on Public School Property

- (a) No person, unless otherwise excepted in this Section, shall carry any rifle, gun, knife, or deadly weapon of any kind on any public school property in this State.
- (b) Nothing in this Section shall be construed to apply to law enforcement officers in the regular course of their duty, or to any persons hired by the Boards of Education in the counties and Baltimore City specifically for the purpose of guarding public school property.
- (c) Any person who violates this Section shall, upon conviction be guilty of a misdemeanor and shall be sentenced to pay a fine of no more than one thousand dollars (\$1,000.00), or shall be sentenced to the Maryland Department of Correction for a period of not more than three (3) years.

SECTION 2. And be it further enacted, That this Act shall take effect JULY 1, 1971.

SECTION 122B, ARTICLE 27  
ANNOTATED CODE OF MARYLAND

Section 1. Be it enacted by the General Assembly of Maryland, that new Section 122B be and it is hereby added to Article 27 of the Annotated Code of Maryland (1971 Replacement Volume), title "Crimes and Punishments," subtitle "Crimes and Punishments," to follow immediately after Section 122A-1 thereof and to be under the new subheading "Intoxicants In Schools." and to read as follows:

Intoxicants In Schools

122B.

(A) It shall be unlawful for any person to drink or have in his possession any intoxication beverage while that person is within the premises of any Elementary, Junior High, Middle or High School, including any building, parking lot, athletic field or other grounds which form an integral part of the School property except when locally approved by either the local County Board of Education or, in Baltimore City, by the Board of School Commissioners.

(B) Any person violating the prohibitions of this Section shall be guilty of a misdemeanor; and upon conviction thereof shall be subject to a fine of not more than \$100.00 or be confined in jail for a period of not more than three months or both fined and imprisoned in the discretion of the Court.

Section 2. And be it further enacted, That this act shall take effect July 1, 1973.

Approved May 24, 1973.

An Ordinance to add a new Section 20 to Article 24 of the Baltimore City Code (1966 Edition), title "Schools," and to be under the new subtitle "Inspection in Schools," defining contraband, prohibiting the the placing or keeping of contraband within school property, authorizing the Superintendent of Schools, or his agent or employee, to inspect all parts of school property and to notify the Commissioner of Police upon the discovery of any contraband, and providing penalties.

SECTION I. Be it ordained by the Mayor and City Council of Baltimore, That a new Section 20 be and it is hereby added to Article 24 of the Baltimore city Code (1966 Edition), title "Schools," to be under the new subtitle "Inspection in Schools," and to read as follows:

20. Inspection in Schools

a. Declaration of Policy.

Scenes of violence and disorder have recently been occurring with increasing frequency in the Baltimore City Schools. There have been four shooting incidents near the schools, one of which was fatal. The situation has become so grave that the security and safety of the students and teachers in the public schools is menaced.

The City is given the power by Section 20 of Article 11 of the Baltimore City Charter (1964 Edition) to establish, maintain and control a system of free public schools. The schools are owned by the City for the benefit of all its citizens. The various lockers, closets and desks within the school buildings belong to the City. Temporary permission to use them is granted to the students and teachers with the understanding that the school authorities retain the right of inspection for the benefit of the safety and security of all. No one has the right to use any part of school property for the storage of dangerous or harmful articles whose possession is prohibited or strictly regulated by law.

The Mayor and City Council hereby finds that in order to protect the physical well-being of the occupants of the City public schools and to maintain the peace, health and welfare of all our citizens, the Superintendent of Schools, or his agents or employees, should be authorized to inspect all lockers, closets and desks in the schools at all times.

b. Definitions.

For the purposes of this section the following definitions apply:

(1) Contraband means:

(a) Any dangerous or deadly weapon, including but not limited to any dirk knife, bowie knife, switchblade knife, sandclub, metal knuckles, razor, pistol, revolver or other firearm.

A new Section 20 to Article 24

ORDINANCE

City Council 738

(b) Marijuana, heroin, methadone, barbiturate and amphetamine and any controlled dangerous substance defined and listed in Sections 277 and 279 of Article 27 of the Annotated Code of Maryland (1957 Edition as amended), subtitle, "Health-Controlled Dangerous Substances," unless such substance was obtained directly or pursuant to a valid prescription or order from a physician while acting in the course of his professional practice.

(c) Any alcoholic beverage.

(2) School property means all ground, buildings, fixtures and furniture owned by the Mayor and City Council of Baltimore and under the jurisdiction of the Department of Education.

c. Prohibited conduct.

It is unlawful for any person to place or keep any item of contraband on, about or in school property.

d. Inspection.

The Superintendent of the Baltimore City Schools, or his duly authorized agents or employees, shall be fully authorized to inspect and search, without a warrant, at all times, all parts of school property, including all lockers, closets and desks. Upon the discovery of any item of contraband, the Superintendent, or his agent or employee, shall promptly notify the Commissioner of Police.

e. Penalties.

Any person violating the provisions of this section, upon conviction thereof, is guilty of a misdemeanor, and shall be fined not more than (\$500.00) five hundred dollars or shall be imprisoned for not more than 12 months, or both.

An ordinance to add new Section 6 to Article 7 of the Baltimore City Code (1950 Edition), title "Courts," to follow immediately after Section 5 thereof, as last amended by Ordinance 258, approved May 16, 1960, providing that for an act of wilful misconduct, a minor is jointly and severally liable with his parent or parents or guardian, providing the circumstances for such liability, limiting the amount for the joint and several liability of the parent, parents, or guardian, and relating generally to certain acts of wilful misconduct of a minor.

SECTION 1. Be it ordained by the Mayor and City Council of Baltimore, That a new Section 6 be and it is hereby added to Article 7 of the Baltimore City Code (1950 Edition), title "Courts," to follow immediately after Section 5 thereof, as last amended by Ordinance 258, approved May 16, 1960, and to read as follows:

6.

Any act of wilful misconduct of a minor who is living with his parent or parents or guardian, which results in any injury to the property of another, shall be imputed for all purposes of civil damages to the parent, parents, or guardian having custody or control of the minor; and the parent, parents, or guardian having custody or control of the minor shall be jointly and severally liable with the minor for any damages resulting from such wilful misconduct.

The joint and several liability of one or both parents or of the guardian for any act of wilful misconduct under this section shall be limited to actual damages not exceeding five hundred dollars (\$500.00) plus taxable costs.

SECTION 2. And be it further ordained, That this ordinance shall take effect from the date of its passage.

Effective June 1, 1965

BALTIMORE CITY PUBLIC SCHOOLS

(For Inter-office or Inter-school Correspondence)

Date... January 23, 1974

To ..... All Security Personnel ..... School or Dept. ....

From ..... Larry Burgan ..... School or Dept. ....

Subject ..... Handling of Drugs and Controlled Substances

All Security personnel are reminded that drugs and controlled substances coming into their possession must be turned over to the Evidence Control Unit of the Baltimore City Police Department on the fifth floor at 601 East Fayette Street at the earliest practical time. They shall not retain such material in their own custody in any case, regardless of whether or not an arrest or court referral is involved.

The Security Officer taking the material will call Police Communications on 396-2288 and notify them that he is coming to Evidence Control to deliver the material.

In all cases, Security personnel who have found, received, or confiscated any narcotic or controlled substance shall make a written report to the Security Office containing all pertinent information, including the name of the Baltimore City Police Officer who took custody of the material from them.

LB/lb

cc: Mr. Paul L. Vance  
Captain Cunningham

BALTIMORE CITY PUBLIC SCHOOLS  
BALTIMORE, MARYLAND 21218

Office of  
The Superintendent of Public Instruction

Circular No. 239  
Series 1972-1973

May 30, 1973

ADMINISTRATION

City Ordinance #334

TO: All Principals and Heads of Central Office Units

FROM: Roland L. Patterson, Superintendent

This is to call your attention to City Ordinance #334 signed by the Mayor on May 21, 1973. The ordinance becomes effective 30 days from the date of its passage.

The new law adds Section 97A to Article 31 of the Baltimore City Code (1966 Edition). It states:

"No motor vehicle or hand-drawn device from which snowballs, ice cream and similar products, or other manufactured or prepared foodstuffs are sold shall stand or park on any street or alley in Baltimore City within "...300 feet of the grounds of any..." building used as a public or private kindergarten, grammar, or high school from 8:00 a.m. to 5:00 p.m. on school days."

Each principal is requested to cooperate in seeing that this new ordinance is adhered to in the vicinity of his building.

lb



**END**