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SCOTT W. MACDONALD

CHIEF OF POLICE

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**ORLEANS POLICE DEPARTMENT**

99 ELDREDGE PARK WAY

ORLEANS MASSACHUSETTS 02653-3307

January 22, 2024

Re: Public Records Request Dated January 11, 2024- Town of Orleans Police Department

Dear Katherine Stathulis, Esq. Center for Public Interest, Advocacy, and Collaboration Northeastern University School of Law

The Town of Orleans Police Department (“Police Department”) is in receipt of your public records request, submitted January 11, 2024, and received January 16, 2024 via online submission to jhull@orleanspd.com. Enclosed, please find the Police Department’s response to the request in accordance with the Public Records Law.

Summary of Request

In your request, you seek the following Police Department records regarding your request below:

Orleans Police Department 99 Eldredge Park Way, Orleans, MA 02653

January 22, 2024

To whoever it may concern:

This letter constitutes a request pursuant to the Public Records Act, G.L. c.66, §10, for public records in the custody of your school district. Under the Criminal Justice Reform Act, school districts and law enforcement agencies must “specify the manner and division of responsibility for collecting and reporting the school-based arrests, citations and court referrals of students to the Department of Elementary and Secondary Education” (DESE). DESE began collecting data on school-related arrests in the 2018-19 school year. In the 2019-20 school year, DESE has expanded that collection to include data on all referrals to law enforcement. DESE has defined these terms as follows, borrowing the same definitions used by the U.S. Department of Education since its 2009 Civil Rights Data Collection.

A school-related arrest “[r]efers to an arrest of a student for any activity conducted on school grounds, during off campus school activities (including while taking school transportation), or due to a referral by any school official. All school-related arrests are considered referrals to law enforcement.”

A referral to law enforcement “[i]s an action by which a student is reported to any law enforcement agency or official, including a school police unit, for an incident that occurs on school grounds, during school-related events, or while taking school transportation, regardless of whether official action is taken. Citations, tickets, court referrals, and school-related arrests are considered referrals to law enforcement.”

I request the following public records, as defined in G. L. c. 4, § 7 (twenty-sixth):

1. An extract of your records management system or database that includes each school-related arrest and each referral to law enforcement conducted during the 2018-2019, 2019-2020, 2020-2021, and 2021-2022 school year (up until the day the records are produced). Specifically, we request an extract of the database to include the following columns: a. Date of arrest or referral to law enforcement b. Time of arrest or referral to law enforcement c. Charge (or charges) d. Whether the individual(s) was arrested or referred to law enforcement e. Sex of individual(s) arrested or referred to law enforcement f. Age of individual(s) arrested or referred to law enforcement g. Race of individual(s) arrested or referred to law enforcement h. Ethnicity of individual(s) arrested or referred to law enforcement i. Disability status of the individual(s) arrested or referred to law enforcement j. Whether the individual arrested or referred to law enforcement is a student at the school. k. Name of arresting officer, if applicable, and l. Badge number of the arresting officer or the officer that referred the youth to law enforcement, as applicable.

2. If such an extract of the database in question 1 is not possible, please provide school incident reports on each school-related arrest and referral to law enforcement conducted during the 2018-2019, 2019-2020, 2020-2021, and 2021-2022 school year (up until the day the records are produced).

3. A copy of any active standard operating procedures developed with the police department and/or other law enforcement agencies regarding police placement or activity in your corresponding school; and,

4. Any records instructing or informing police personnel of, or otherwise describing data reporting requirements and procedures for complying with G.L. c. 71 § 37P(b).

5. The cost to the school district of assigning a school resource officer to each school; and,

6. The total number of school resource officers and total number of guidance counselors for each school in your district for school years 2018-2019, 2019-2020, 2020-2021, and,

7. The total number and a brief description of 911 calls from schools in your district to local police departments conducted during the 2018-2019, 2019-2020, 2020-2021, and 2021-2022, and,

8. A description of the proposed budget for mental, social, or emotional health support personnel for the school district.

As this request involves a matter of public interest and will not be used for any commercial purpose, we ask that all fees associated with this request be waived pursuant to 950 C.M.R. 32.07(2)(k). The purpose of this request is to determine whether your school district and police department are complying with their reporting obligations under the Criminal Justice Reform Act. “The public has an interest in knowing whether public servants are carrying out their duties in an efficient and law-abiding manner.”

It would be ill-advised to impose a fee for data that your school district may have failed to report in violation of statutory and regulatory duty. Moreover, as you know, municipalities with a population of over 20,000 may not assess a fee for the first 2 hours of time spent searching for, compiling, segregating, redacting and reproducing a requested record. Finally, pursuant to 950 C.M.R. 32.07(2)(i), a records access

officer shall assess no fee greater than the lowest hourly rate of a person capable of compiling, segregating, redacting and reproducing a requested record. In the event that a charge is incurred for this request which you will not waive, please so indicate and include an itemization of estimated good faith costs. Please provide public records to a requestor in an electronic format unless the record is not available in an electronic format. G.L.c. 66, § 6A(d).

The Public Records Act requires that you comply with this request within ten (10) business days following receipt. If you believe that documents or data responsive to any request herein is not public record and thus not subject to disclosure, please set forth in writing the specific reasons for such assertion, including the specific exemption or exemptions that you believe apply. To the extent that you determine that records need to be redacted in order to be produced under any law protecting the privacy of named individuals, please do so rather than withholding them in their entirety.

If you have any questions about this request, or need additional time to respond, please contact me by phone at (617)-373-5862 or by email at k.stathulis@northeastern.edu. Thank you in advance for your prompt response to this request. Sincerely,

Katherine Stathulis, Esq. Center for Public Interest, Advocacy, and Collaboration Northeastern University School of Law

https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency\_login%252Forleans-police-department-37076%252Fpublic-records-request-for-data-on-school-policing-orleans-police-department-157023%252F%253Femail%253Dsmacdonald%252540orleanspd.com&url\_auth\_token=AAHVTSERKn4InaQxFozVF4KyWUE%3A1rPE5D%3A\_\_8B122V9el74pYIuf4djCqyj7VnBOb0gjgyU3wFGBk

MuckRock News DEPT MR 157023, 263 Huntington Ave

Thank you for submitting a request for records.

Your request reference number is Request Number: PD-26-2024.

Please have this security key and reference number available when communicating with our staff regarding your request.

Note: This is an automated email notification. Please do not respond to this email.

Response to Request

As an initial matter, please be advised that the Police Department’s duty to respond to records requests extends only to records that are in existence and in the custody of the Police Department, and the Police Department is under no obligation to create records in response to your request. Furthermore, the Police Department is not required to answer questions in response to a public records request. See “A Guide to the Massachusetts Public Records Law,” January, 2017, published by the Secretary of the Commonwealth, at page 3.

The Police Department has carefully reviewed your records request, and the responses are listed below:

Response:

The Town of Orleans has one Elementary School within Town Limits

Orleans Elementary School, 46 Eldredge Park Way Orleans, MA

1 a-l: No school related- arrest records during 2018-2019, 2019-2020, 2020-2021, and 2021-2022 school year.

2. No school related-arrest records during 2018-2019, 2019-2020, 2020-2021, and 2021-2022 school year, therefore there are no incident reports that accompany school related-arrest

3. Please see the attached Memorandum of Understanding document that was provided from the Nauset Schools, Police and Barnstable District Attorney.

4. Information sharing between Nauset Regional Middle School SRO, School Staff, and other partners. Also including school safety meetings.

5. No cost to Orleans Elementary School

6. Orleans Police Department does not have a school resource officer assigned to the Orleans Elementary School. The Orleans Police Department does not maintain the record regarding the number of guidance counselors for the Orleans Elementary School.

7. 911 Calls

*01/15/2020 12:29 Adult walking dog while school in session.*

8. Orleans Police Department does not maintain this record

Statement of Appeal Rights

You may appeal this response to the Supervisor of Public Records pursuant to 950 CMR 32.08(1)(d). By law, the Supervisor is required to respond within 10 business days of receipt of your appeal. You may also seek judicial review of an unfavorable response by commencing a civil action in the superior court, under G.L. c. 66, §10A(c).

Please do not hesitate to contact me with any questions.

Sincerely,

Lt. Andy McLaughlin