



# Town of Tyngsborough

## Police Department

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Chief of Police

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RE: Public Record Request January 16, 2024

On January 16, 2024 the Tyngsborough Police Department received your request pursuant to the Massachusetts Public Records Law for the following records:

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.

With respect to your request, the Tyngsborough Police Department is producing the following public records:

1. Extracts of the police department RMS extracts 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 for the Tyngsborough Public School District; and,
2. The total number and a brief description of 911 calls from the Tyngsborough Public School District to the Tyngsborough Police Department conducted during the 2018-2019, 2019-2020, 2020-2021, and 2021-2022; and,
3. A copy of the police department school resource officer standard operating procedure and a copy of the Memorandum of Understanding between the Tyngsborough Public School District and the Tyngsborough Police Department; and,
4. The cost to the school district of assigning a school resource officer the Tyngsborough Public School District.

(The current School Resource Officer assigned to the Tyngsborough Public School District is SRO Christopher Gustafson. I have attached his training and POST Certification to this record request. SRO Gustafson's current salary is \$79,162.17 which is funded through the police department's operating budget).

With respect to your request, the Tyngsborough Police Department is not producing the following records due to the fact that they are not within our possession or control:

1. The total number guidance counsellors for each school in the Tyngsborough Public School district for school years 2018-2019, 2019-2020, 2020-2021; and,
2. A description of the proposed budget for mental, social, or emotional health support personnel for the Tyngsborough Public School District.

Note: Contact information for the Tyngsborough Public School District is the following:

(978) 649-7488 / [contact@tyngsboroughps.org](mailto:contact@tyngsboroughps.org)

Please be advised that these that these documents are being redacted and/or withheld at this time under exemptions (a) (c) and (f) of the Public Records Law, as specified in detail herein.

**Exemption (a)**

Certain information has been redacted and/or withheld under G.L. c. 4, §7(26)(a), which applies to records that are specifically or by necessary implication exempted from disclosure by statute which allows the following information to be withheld: Information protected under G.L. c. 93H s. 1, which includes driver's license numbers, license plate information, dates of birth and social security numbers. Information protected under G.L. c 209a § 8 regarding the confidentiality of the abuse prevention laws.

**Exemption (c)**

Certain information has been redacted under G.L. c. 4, §7(26)(c), which allows the following information to be withheld: Information such as personnel and medical files or information and any other materials or data relating to a specifically named individual, the disclosure of which may constitute an unwarranted invasion of personal privacy.

**Statement of Rights**

Please be advised that pursuant to 950 CMR 32.00 and G.L. c. 66, section 10A (a) you have the right to appeal this decision to the Supervisor of Public Records within 90 calendar days. Such appeal shall be in writing, and shall include a copy of the letter by which the request was made and, if available, a copy of the letter by which the custodian responded. The Supervisor shall accept an appeal only from a person who had made his or her record request in writing. Pursuant to G.L. c. 66, section 10A(c), you also have the right to seek judicial review by commencing a civil action in the superior court.

Should you have any questions, please do not hesitate to contact me.

Respectfully,



Shaun M. Woods  
Deputy Chief of Police