



Oregon Revised Statute 164.245 (Class C Misdemeanor) and School Board Policy KGB allow school districts to issue Trespass Citations to people who disrupt the school environment. A person commits the crime of criminal trespass if he or she enters or remains unlawfully in or on school property for which they have been excluded. The reasons for Trespass are listed at the end of this document and can be found in Parkrose School District Policy KGB.

Last Name:		First Name:		Middle Name:	
Street Address:			City, State:		Zip:
AKA Name:		Phone Number:			Sex:
Height:		Weight:		Hair Color:	
Race:		Eye Color:		Date of Birth:	
Date Administrator Pre-Warned Person To Be Trespassed – pre-warning not required in case of threat or actual violence or property damage (attach documentation):				Photo Taken? (attach) Yes No	
Length of Trespass:					

Trespass

The person issuing this trespass citation is authorized to do so by the Parkrose School District School Board and the Parkrose School District Superintendent. Pursuant to ORS 164.205 (3) (b) and 164.245, you are hereby informed that your presence is no longer welcome on the below listed Parkrose School District property for the following reason or reasons (include date and time of the behaviors):

Should you choose to remain on or reenter the property after you have been excluded, you will be subject to prosecution for criminal trespass. This trespass will continue indefinitely unless otherwise discussed and agreed upon by the parties involved. Only the Parkrose School District Superintendent and/or Principals may grant you permission to be in or on the noted property. Such permission must be obtained in writing and a copy attached to this exclusion notice.

Date Signed by Person Trespassed

Name and Title of Person Issuing (including property name) Name and Title of Witness (if appropriate)

The above Trespass was discussed with the listed person and he/she refused to sign.

Sign here with date by person issuing trespass Witness (if appropriate) sign and date

A copy of the completed citation must be kept on file by the office of the principal of the school and shared with staff as applicable. A scanned copy must be emailed to the Superintendent's office. A copy of the trespass citation will be hand delivered or mailed to the person receiving it if possible.

Criteria for Issuance of Trespass includes but is not limited to the following:

1. Injure or threaten to injure another;
2. Damage the property of another or of the district;
3. Initiate or circulate a report, one knows to be false, concerning an alleged hazardous substance, impending fire, explosion, catastrophe or other emergency that will take place in or upon a school;
4. Violate parking regulations;
5. Drive a vehicle in an unsafe manner;
6. Impede, delay or otherwise interfere with the orderly conduct of the district's educational program or any other activity taking place on district property which has been authorized by the Board, superintendent, principal or other authorized administrator;
7. Enter any portion of district premises at any time for purposes other than those which are lawful and authorized by district officials;
8. Bring, possess, conceal or use a weapon as prohibited by Board policy JFCJ - Weapons in the Schools and state and federal law;
9. Possess, consume, sell, give or deliver unlawful drugs and/or alcoholic beverages. Possess, sell, give or deliver drug paraphernalia;
10. Use, distribute or sell tobacco products or inhalant delivery systems;
11. Wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign or other things which are evidence of membership or affiliation in any gang. Use speech or commit any act or omission in furtherance of the interests of any gang or gang activity. A "gang" is defined as a group that identifies itself through the use of a name, unique appearance or language including hand signs, claiming of geographical territory or the espousing of a distinctive belief system that frequently results in criminal activity;
12. Willfully violate Board policies, administrative regulations or school rules designed to maintain public order on district property.

Appeal Process

If you want to appeal this decision, and request it to be rescinded, you must contact the superintendent of the school district at (503) 408-2100 and in writing, request an appeal meeting. This must be done within 10 days of issuance of the original trespass citation. The trespass remains in force until a meeting has occurred and the trespass rescinded officially.