

**POWAY UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE PROCEDURE**

Originator: Assoc. Superintendent, PSS

Issue No: 2

Date: 7/29/91

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Reference: BP 5.17; EC 44014

ARTICLE: 4.0 PERSONNEL SUPPORT SERVICES

4.4 MANAGEMENT PERSONNEL

4.413 PERSONAL RIGHTS

SECTION 4.413.1 Personal Rights

The District is concerned that all management personnel shall receive reasonable protection from acts of violence that may cause bodily harm or loss of property.

1. Assault and Battery

Any administrator who is the object of assault or battery by a parent, patron, or student shall report the incident in writing, listing particulars and witnesses to his/her supervisor, and a copy shall be sent directly to the Superintendent for information and follow-up as soon as possible. Any administrator involved in an incident of this type shall concurrently comply with all legal requirements for reporting the incident in accordance with the Education Code and Administrative Code Title V. In the event that such incident precipitates legal action, the District shall assume the responsibility to provide legal service.

Instances of verbal abuse involving a member of the management team shall be processed consistent with applicable law.

2. Damage or Destruction of Property

Management personnel shall be reimbursed for loss, damage, or destruction of personal property, which is related to their assignment, of not less than \$10 or more than \$100. Loss must have been incurred during the discharge of official responsibilities within or outside of the District from an act of force or violence which is duly reported to law enforcement officials. This acceptance of responsibility by the District shall be secondary to the employee's personal or professional insurance coverage.