

# UPPER MERION TOWNSHIP POLICE DEPARTMENT

## POLICY AND PROCEDURE

No. 640

Supersedes: NA

Effective: March 12, 2004

Page: NA Section: NA

Page: 1 OF 5

Dated: December 2, 2003

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### **JUVENILE OPERATIONS**

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I. **PURPOSE:** To establish guidelines and procedures for handling juveniles who are in need of protection, in violation of status offenses, and those charged with criminal offenses.

II. **POLICY:** The purpose of this policy is to serve as a guide and ensure that the proper procedures are followed when handling juveniles. It is the responsibility of all officers of this department to familiarize themselves with established procedures for handling both criminal and noncriminal juvenile incidents as defined in this policy. Officers shall, whenever reasonable and justified under this policy, take those measures necessary to effect positive changes in juvenile offenders that are consistent with state law and the safety and security interests of the community.

III. **CROSS-REF:** Policy #560, JUVENILE CUSTODY  
Policy #620, CHILD ABUSE CASES  
Policy #100, MISSING CHILDREN

IV. **DEFINITIONS:**

CHILD, JUVENILE, MINOR: A person who is less than eighteen years of age.

DELINQUENT ACTS: Acts designated as a violation of the laws of the Commonwealth of Pennsylvania or an ordinance of Upper Merion Township, but not to include status offenses.

STATUS OFFENDER: A Juvenile who is taken into custody for an incident or behavior which would not be a crime if committed by an adult and would not result in the adult being taken into custody (i.e., truancy, runaway, ungovernable, etc.)

INTAKE OFFICER: A juvenile probation officer who is designated by law as having the quasi-judicial authority to decide probable cause, divert the juvenile from the criminal process, or petition the court.

V. **PROCEDURE:**

A. GENERAL:

1. The Upper Merion Township Police Department will have a Juvenile Unit within the Investigations Division. The Juvenile Unit will specialize in handling investigations involving juveniles, either as offenders or victims. The Juvenile Unit will consist of a necessary number of detectives as determined by the Investigations Division Commander. The Juvenile Unit will also assist officers in all divisions of the department in handling juveniles as offenders or victims.
2. The responsibility of all sworn police officers is outlined in the Juvenile Act (Title 42, Chapter 63).

B. GUIDELINES FOR FORMAL OR INFORMAL HANDLING:

1. In dealing with juvenile offenders, all officers will use the best corrective action among reasonable alternatives, consistent with preserving public safety, order and individual liberty. Any action taken must conform to, and not be in violation of, the Crimes Code, the Juvenile Act, or Upper Merion Township Police department Policy.
2. The officer may handle a juvenile either formally or informally. In making the decision to handle the juvenile either formally or informally, the officer shall consider the following:
  - a. Seriousness of the offense(s).
  - b. Prior record of the juvenile.
  - c. The juvenile's age.
  - d. The cooperation and attitude of all parties (juvenile, parent, victim) and the possibility of the offense being repeated.
  - e. Degree of wrongful intent, violence, premeditation, knowledge of violation.
  - f. Likelihood that the juvenile or parent can be successfully referred to a helping agency.
3. In all cases, proper documentation of the officer's contact with and actions taken concerning the juvenile will be submitted and recorded.

C. FORMAL HANDLING:

1. Formal handling occurs when the juvenile is taken before the juvenile court or intake officer for their decision on the proper disposition. Generally, the following situations require formal handling of the juvenile:
  - a. Delinquent acts that if committed by an adult would be felonies.
  - b. Delinquent acts involving weapons.
  - c. Delinquent acts involving aggravated assaults.
  - d. Any gang related acts.
  - e. Any incidents involving juveniles currently on county probation.
  - f. Repeated delinquent acts by a juvenile.
  - g. Diversion refusals or failures.
  
2. For guidelines on taking a juvenile into custody and the release of juveniles from custody, refer to Policy #560, JUVENILE CUSTODY.

D. INFORMAL HANDLING:

1. Officers dealing with juveniles in enforcement situations should exercise reasonable discretion as outlined in this policy. Informal handling includes the officer's use of the following alternatives to formal handling:
  - a. Release without further action,
  - b. Informal counseling to inform the juvenile of the consequences of his/her actions,
  - c. Informal referrals to community services in conjunction with parent/guardian notification,
  - d. Referral to parents, guardian or responsible adult,
  - e. Informal counseling of parent, guardian or responsible adult,
  - f. Referral to a Youth Aid Panel (refer to Captain's memo dated 5/29/02),
  - g. Issuance of a citation or summons (see Section V-D-4 & 5 of this policy),
  - h. Arrest under non-secure custody.

2. Guidelines for informal handling:
  - a. Respect a juvenile's privacy. Information gained should be provided to others only on a "need to know" basis.
  - b. Even when he/she is being handled informally, the juvenile has all the constitutional rights that an adult would have in the same situation. Officers shall decide without unnecessary delay whether formal or informal handling is in order, then apply the appropriate guidelines of this policy.
  - c. Even if officers handle a case informally, they may still follow-up the case at a later time or, at any time, refer the juvenile and his/her parents to an appropriate social service agency.
  - d. Officers who release juveniles without further action or after issuance of a warning shall complete an Incident Report detailing the circumstances of the contact and any other pertinent details.
3. Issuing non-traffic citations to juveniles:
  - a. Any police officer issuing a juvenile a non-traffic citation should also notify the parent(s) or legal guardian(s) of the violation (see Title 42, Section 1522).
  - b. The issuing officer shall clearly record on the non-traffic citation that the actor is a juvenile.
4. Issuing traffic citations:
  - a. The parent(s) or guardian(s) of a juvenile who has been detained for the purposes of issuing a traffic citation are not required to be notified except for violations of Section 1543 (relating to driving while operating privilege is suspended or revoked) as stipulated in Title 42, Section 1522).

E. CHILD PROTECTION:

1. For guidelines on handling abused or endangered juveniles, refer to Policy #620, CHILD ABUSE CASES.
2. For guidelines on handling and investigating missing children reports, refer to Policy #100, MISSING CHILDREN.

APPROVED: \_\_\_\_\_

DATED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

DATED: \_\_\_\_\_

TO BE REVIEWED: ANNUALLY

DISTRIBUTION: All police officers  
Township Manager  
File

**ATTACHMENT #1 – JUVENILE OPERATIONS POLICY**

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**MEMORANDUM OF UNDERSTANDING  
BY AND BETWEEN**

**UPPER MERION TOWNSHIP POLICE DEPARTMENT  
175 WEST VALLEY FORGE ROAD  
KING OF PRUSSIA, PA. 19406**

**BOROUGH OF BRIDGEPORT POLICE DEPARTMENT  
4<sup>TH</sup> & MILL STREETS  
BRIDGEPORT, PA. 19405**

**BOROUGH OF WEST CONSHOHOCKEN POLICE DEPARTMENT  
1001 NEW DeHAVEN STREET  
WEST CONSHOHOCKEN, PA. 19428**

**and**

**UPPER MERION AREA SCHOOL DISTRICT  
435 CROSSFIELD ROAD  
KING OF PRUSSIA, PA. 19406**

January 23, 2009

(Date)

**I. Joint Statement of Concern**

**A. Parties**

The following Law Enforcement Authority or Authorities enter into and agree to adhere to the policies and procedures contained in this Memorandum of Understanding:

**UPPER MERION TOWNSHIP POLICE DEPARTMENT  
BOROUGH OF BRIDGEPORT POLICE DEPARTMENT  
BOROUGH OF WEST CONSHOHOCKEN POLICE DEPARTMENT**

The following School Entity or Entities enter into and agree to adhere to the policies and procedures contained in this Memorandum of Understanding:

**UPPER MERION AREA SCHOOL DISTRICT**

- B.** The purpose of this Memorandum is to establish procedures to be followed when any criminal offense occurs on school property, on a school bus, at any school sponsored activity, or on any public conveyance providing transportation to or from a school or school sponsored activity, including but not limited to;

1. Possession of a weapon;
2. "Acts of violence" as defined in Part II of this Memorandum;
3. Possession, use or sale of a controlled substance or drug paraphernalia;
4. Purchase, consumption, possession or transportation of liquor or malt or brewed beverages by a minor under the age of 21 years and/or presence of a minor under the age of 21 years under the influence of alcohol and/or malt or brewed beverages;
5. Gang-related activity;
6. Ethnic intimidation;
7. Intimidation or Retaliation against a witness or victim;
8. Harassment and Stalking;
9. Institutional vandalism;
10. Access device fraud, Forgery, and Identity Theft;
11. Theft
12. Criminal Mischief;
13. False Alarms

C. It is further the purpose of this Memorandum to foster a relationship of cooperation, mutual support and the sharing of information and resources between the parties hereto as they work together to maintain the physical security and safety of schools in the district. In furtherance of the parties' intent to foster this working relationship, District Safety Officer Thomas Megless is hereby designated as the district's law enforcement liaison: In so making this designation, it is the understanding of the parties that the school is thereby enabled to disclose information and records pertaining to the investigation of any criminal offenses contained in this memorandum, and/or any crime not otherwise specified herein. This particular type of disclosure is without limitation under the Family Educational Rights and Privacy Act of 1974 (FERPA), 20 U.S.C. Section 1232g and its implementing regulations at 34 C.F.R. Section 99.1 et seq., and 22 Pa. Code Sections 12.31-12.33.

D. The parties hereto agree that in the event that an incident defined by this Memorandum occurs on school property, at any school sponsored activity, or on any public conveyance, including but not limited to a school bus, providing transportation to or from a school or school sponsored activity, primary law enforcement jurisdiction will be determined as follows:

UPPER MERION TOWNSHIP POLICE DEPARTMENT  
 BRIDGEPORT BORO POLICE DEPARTMENT  
 WEST CONSHOHOCKEN BORO POLICE DEPARTMENT

E. Law Enforcement Priorities

1. Investigate all incidents reported to have occurred on school property, at any school sponsored activity, or on any public conveyance providing transportation to or from a school or school sponsored activity. The investigation of all reported incidents shall involve as little disruption of the school environment as is practicable.

2. Identify those responsible for the commission of the reported incident and, where appropriate, apprehend and prosecute those individuals. Identification and apprehension procedures shall involve as little disruption of the school environment as is practicable.
3. Assist school entities in the prevention of acts of violence, possession of weapons, the possession, use or sale of controlled substances and drug paraphernalia, the purchase, consumption, possession or transportation of liquor or malt or brewed beverages, gang-related activities, ethnic intimidation, harassment and stalking.

#### F. School Priorities

1. Create safe learning environments which support each student's well-being and opportunities to reach their full potential while balancing and protecting the rights of all students within their authority.
2. Establish and maintain cooperative relationships with law enforcement authorities in the reporting and resolution of all acts of school violence, weapons possession, the possession, use or sale of controlled substances and drug paraphernalia, the purchase, consumption, possession or transportation of liquor or malt or brewed beverages, gang-related activities, ethnic intimidation, harassment and stalking.
3. Foster partnerships with law enforcement authorities for the education and guidance of students to create a school climate and knowledge base conducive to learning and personal growth.
4. Provide Law Enforcement authorities with floor plans of school buildings.

#### G. Legal Authority

1. The parties to this Memorandum enter into this agreement in accordance with the provisions of the act of March 10, 1949 (P.L. 30, No. 14), as amended, 24 P.S. §13-1301-A, et. Seq., requiring that by June 30, 1999, all school entities shall develop and implement a single memorandum of understanding in cooperation with each local law enforcement entity with jurisdiction over the school entity and the Pennsylvania State Police.
2. In so recognizing this legal authority, the parties acknowledge their respective duties pursuant to this Act and hereby agree to support and cooperate with one another in carrying out their joint and several responsibilities thereunder.

## **II. Incidents Requiring Law Enforcement Notification and Response**

### A. Notification

The School Entity shall immediately report by the most expeditious means possible to the Law Enforcement Authority of primary jurisdiction the occurrence of any of the following incidents occurring on school property, at any school sponsored activity, or on any public conveyance, including but not limited to a school bus, providing transportation to or from a school or school sponsored activity:



1. Possession of a Weapon. As used in this Memorandum “weapon” shall include, but not be limited to, any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, metal knuckles, billy club, blackjack, grenade, incendiary device, and any other tool, instrument or implement capable of inflicting serious bodily injury where the intent to use such tool, instrument or implement as a weapon is present.

This reporting requirement does not apply to a weapon which is:

- a. used, as part of a school-approved program, by an individual who is participating in the program; or
  - b. an unloaded weapon possessed by an individual while traversing school property for the purpose of obtaining access to public or private lands used for lawful hunting if the entry on school premises is authorized by school authorities.
2. Acts of Violence. As used in this Memorandum an “act of violence” shall mean an offense, including the attempt, solicitation or conspiracy to commit any of the following criminal offenses contained in the Pennsylvania Crimes Code, 18 Pa. C. S.:

- a. Criminal homicide, 18 Pa.C.S. Sections 2501 - 2506;
- b. Possession of weapon on school property, 18 Pa. C.S. Section 912
- c. Robbery, 18 Pa. C.S. Section 3701;
- d. Robbery of Motor Vehicle, 18 Pa. C.S. Section 3702;
- e. Sexual Offenses, 18 Pa. C.S. Sections 3121 - 3130;
- f. Kidnapping and related offenses, 18 Pa. C.S. Sections 2901 thru 2910;
- g. Simple assault, 18 Pa. C.S. Section 2701;
- h. Aggravated assault, 18 Pa. C.S. Section 2702;
- i. Recklessly Endangering Another Person, 18 Pa. C.S. Section 2705;
- j. Terroristic Threats, 18 Pa. C.S. Section 2706;
- k. Propulsion of Missiles into an occupied vehicle or onto roadway, 18 Pa. C.S. Section 2707;
- l. Discharge of a Firearm into an occupied structure, 18 Pa. C.S. Section 2707.1;
- m. Firearms and other dangerous articles, 18 Pa. C.S. Sections 6105 thru 6161;
- n. Arson, Causing or Risking a Catastrophe and Criminal Mischief, 18 Pa. C.S. Sections 3301 - 3304;
- o. Ethnic Intimidation, 18 Pa. C.S. Section 2710;
- p. Assault on Sports Official, 18 Pa. C.S. Section 2712;
- q. Threat to use Weapons of Mass Destruction, 18 Pa. C.S. Section 2715;
- r. Weapons of Mass Destruction, 18 Pa. C.S. Section 2716;
- s. Intimidation of Victim or Witness, 18 Pa. C.S. Section 4952;
- t. Retaliation against witness, victim or party, 18 Pa. C.S. Section 4953;
- u. Riot, 18 Pa. C.S. Section 5501

3. Possession, Use or Sale of a Controlled Substance or Drug Paraphernalia

- a. As used in this Memorandum, “controlled substance” shall include the possession, use or sale of controlled substances as defined in the Act of April 14, 1972 (P.L. No. 64) known as “The Controlled Substance, Drug, Device and Cosmetic Act” (hereinafter “Drug Act”) including, but not limited to, inhalants, marijuana, cocaine, crack, heroin, LSD, PCP, amphetamines, all steroids, look-a-likes, and other substances commonly known as “designer drugs.”
  - b. Included in this reporting provision shall be the possession, use or sale of drug paraphernalia, as defined in the Drug Act, including, but not limited to, hypodermic needles, syringes, wrapping papers, and all other implements utilized for the purpose of ingesting or otherwise introducing controlled substances into the body.
4. Purchase, consumption, possession or transportation of liquor or malt or brewed beverages as defined in the Pennsylvania Crimes Code, 18 Pa. C.S. Section 6308.
  5. Gang-related activity.
  6. Ethnic Intimidation as defined in the Pennsylvania Crimes Code, 18 Pa. C.S. Section 2710.
  7. Harassment and Stalking as defined in the Pennsylvania Crimes Code, 18 Pa. C.S. Section 2709.
  8. Burglary & Criminal Trespass as defined in the Pennsylvania Crimes Code, 18 Pa. C.S. Sections 3502 and 3503;
  9. Criminal Mischief and Institutional vandalism as defined in the Pennsylvania Crimes Code, 18 Pa. C.S. Sections 3304 and 3307;
  10. Theft and Related Offenses as defined in the Pennsylvania Crimes Code, 18 Pa. C.S. Sections 3921 - 3934
  11. False alarms to Agencies of Public Safety as defined in the Pennsylvania Crimes Code, 18 Pa. C.S. Section 4905;
  12. Forgery, Access Device Fraud and Identity Theft as defined in the Pennsylvania Crimes Code, 18 Pa. C.S. Sections 4101, 4106, and 4120;
  13. Computer Offenses as defined in the Pennsylvania Crimes Code, 18 Pa. C.S. Sections 7611 thru 7661;
  14. Disorderly Conduct as defined in the Pennsylvania Crimes Code, 18 Pa. C.S. Section 5503;
  15. Sale, Possession and Use of Fireworks as defined in the Pennsylvania Crimes Code, 35 P.S. Section 1275
- B. Upon notification of the incident to the Law Enforcement Authority, the School Entity shall provide as much of the following information as is available at the time of notification. In no event shall the gathering of information unnecessarily delay notification.
1. Whether the incident is in-progress or has concluded.
  2. Nature of the incident.
  3. Exact location of the incident.
  4. Number of persons involved in the incident.
  5. Names and ages of the individuals involved.
  6. Weapons, if any, involved in the incident.

7. Whether the weapons, if any, have been secured and, if so, the custodian of the weapons.
8. Injuries involved.
9. Whether EMS was notified.
10. Identity of the school contact person.
11. Identity of the witnesses to the incident, if any.
12. All other such information including documents, as is known to the school authority which can be deemed relevant to the incident under investigation.

### **III. Law Enforcement Authority Response**

#### **A. Initial response by Law Enforcement Authority shall include:**

1. For incidents in progress:
  - a. Meet with contact person and locate scene of incident.
  - b. Stabilize incident.
  - c. Provide/arrange for emergency medical treatment, if necessary.
  - d. Control the scene of the incident
    - (1) Secure any physical evidence at the scene
    - (2) Identify involved persons and witnesses
  - e. Conduct investigation
  - f. Exchange information
  - g. Confer with school officials to determine the extent of law enforcement involvement required by the situation
2. Incidents not in progress:
  - a. Meet with contact person
  - b. Recover any physical evidence
  - c. Conduct investigation
  - d. Exchange information
  - e. Confer with school officials to determine the extent of law enforcement involvement required by the situation
3. Incidents involving delayed reporting
  - a. In the event that a reportable incident occurs on school property, at a school sponsored event, or on any public conveyance providing transportation to or from a school or school sponsored activity after the conclusion of the school day or after the conclusion of the event at which the incident occurred, the school entity shall report the incident to the law enforcement entity immediately upon its notification.
  - b. If such incident is initially reported to the school entity, the school entity shall proceed as outlined in paragraphs II A and B above.
  - c. If the incident is initially reported to law enforcement, law enforcement shall proceed directly with its investigation and shall immediately notify the school entity of the incident, with all pertinent and reportable information, by the most expeditious means possible as if the reporting was not delayed.

#### **B. Investigatory Procedures**

1. Students identified as suspects in alleged criminal incidents may be detained at the discretion of the investigating law enforcement officer if:
  - a. the student has been placed under arrest;
  - b. the student is being placed under investigative detention;
  - c. the student is being taken into custody for the protection of the student;  
or
  - d. the student's parent or guardian consents to the release of the student to law enforcement.
2. The investigating law enforcement officer shall take all appropriate steps to protect the legal and constitutional rights of those students being detained.

#### **IV. Assistance of School Entities**

##### **A. In Loco Parentis**

1. Teachers, Guidance Counselors, Vice Principals and Principals in the public schools have the right to exercise the same authority as to conduct and behavior over the pupils attending school, during the time they are in attendance, including the time required in going to and from their homes, as the parents, guardian or persons in parental relation to such pupils may exercise over them.
2. School authorities' ability to stand in loco parentis over children does not extend to matters beyond conduct and discipline during school, school activities, or on any public conveyance providing transportation to or from school or school sponsored activity.

##### **B. Notification of Parent or Guardian**

1. Parents or guardians of students involved in acts of violence, possession of weapons, sexual assault, or the possession, use or sale of a controlled substance or the underage possession of alcohol or intoxication from alcohol should be notified of the involvement as soon as possible.
2. In the event that a parent or guardian of a student may be a co-suspect or in the event of a situation in which immediate notification of the incident may result in the destruction of or tampering with evidence or witnesses, the school entity, in cooperation with the law enforcement authority, may decide to delay notification of parents or guardians.
3. School entities shall document attempts made to reach the parents or guardians of all victims, witnesses and suspects of incidents reportable to law enforcement authorities pursuant to the terms of this agreement.
4. Except in cases in which the suspect student has been injured and requires medical attention, the decision about when to notify a suspect's parents or guardians shall be a cooperative decision between school officials and law enforcement authorities.

##### **C. Scope of School Entity's Involvement**

1. Victims
  - a. The school entity shall notify the parent or guardian of a victim when law enforcement authorities interview that victim. Law enforcement

shall follow department policies and procedures when interviewing a victim to ensure the protection of the victim's legal and constitutional rights.

- b. In the event a victim is interviewed by law enforcement authorities on school property, a guidance counselor or similar designated personnel shall be present during the interview.

## 2. Witnesses

- a. The school entity shall notify the parent or guardian of a witness when law enforcement authorities interview that witness. Law enforcement shall follow department policies and procedures when interviewing a witness to ensure the protection of the witness's legal and constitutional rights.
- b. In the event a witness is interviewed by law enforcement authorities on school property, a guidance counselor or similar designated personnel shall be present during the interview.

## 3. Suspects

- a. Depending upon the individual circumstances, a juvenile suspect may or may not elect to waive his/her right to consult with an interested adult and/or an attorney prior to speaking with law enforcement authorities.
- b. The school entity shall assist law enforcement authorities to secure an interested adult before that student is interviewed by law enforcement authorities.
- c. In the event an interested adult is needed and cannot be contacted the school entity shall defer to the policies, procedures and direction of the investigating law enforcement authority, who shall act in accordance with the law.
- d. The legal conduct of interviews, interrogations, searches, seizures of property, and arrests are within the purview of the law enforcement authority. The school entity shall defer to the expertise of the law enforcement authority on matters of criminal and juvenile law procedure, except as is necessary to protect an interest of the school entity.

## 4. Conflicts of Interest

- a. The parties to this Memorandum recognize that in the event that a school entity employee, contractor, or other person acting on behalf of the school district or entity is the subject of an investigation, a conflict of interest may exist between the school entity and the adult suspect.
- b. Where the possibility of such a conflict exists, neither the individual that is the subject of the investigation nor any person acting as his/her subordinate or direct supervisor shall be present during law enforcement authority's interviews of student co-suspects, victims or witnesses.
- c. Neither the individual who is the subject of the investigation, nor his/her subordinate(s) and/or direct supervisor(s) shall be informed of the contents of the statements made by student co-suspects, victims or witnesses, except at the discretion of law enforcement authorities or as otherwise required by law.

## D. Reporting Requirements and Exchange of Information

1. Law enforcement authorities shall be governed by the following reporting and information exchange guidelines:
  - a. Criminal History Record Information Act, 18 Pa. C.S. Chapter 91.
  - b. The Public School Code of 1949, 24 P.S. Section 13-1303-A(b). Law enforcement authorities shall provide to school districts the information required under the reporting guidelines set forth thereunder.
  - c. Law enforcement authorities shall not make disclosures contradictory to paragraph IV-C-4 of this Memorandum.
2. School entities shall be governed by and cooperate with the following reporting and information exchange guidelines:
  - a. Federal Educational Rights and Privacy Act (FERPA), 20 U.S.C. Section 1232g and its implementing regulations at 34 C.F.R. Section 99.1 et seq., and 22 Pa. Code Sections 12.31-12.33.
  - b. Share information and evidence as required for police to complete investigation of the incident.
  - c. Comply with the requirements of the Public School Code of 1949, 24 P.S. Sections 13-1303-A and 13-1317.2.
  - d. Complete reports as required by the Public School Code of 1949, 24 P.S. Section 13-1303-A(b).

## **V. Media Relations**

### **A. Release of information**

1. The release of information concerning incidents reportable to law enforcement authorities pursuant to the terms of this Memorandum of Understanding shall be coordinated between law enforcement authorities and school entities.
2. The parties may release information as is allowable by law, giving due deliberation to confidentiality limitations, investigative considerations and the need to limit disruptions to school functions and protect the privacy of the students and staff involved.

## **VI. General Provisions**

- A. This Memorandum is not intended to and does not create any contractual rights or obligations with respect to the signatory agencies or any other persons or entities.
- B. This Memorandum may be amended, expanded or modified at any time upon the written consent of the parties, but in any event must be reviewed and re-executed within two years of the date of its original execution and every two years thereafter.
- C. In the event of changes in state or federal law which necessitate changes to this Memorandum, the parties shall collaborate to amend this Memorandum to assure compliance by the parties with state and federal requirements.
- D. All parties to this Memorandum will communicate fully and openly with each other in order to resolve any problems that may arise in the fulfillment of the terms of this Memorandum.

**AND NOW**, this \_\_\_\_ day of \_\_\_\_\_, 2008, the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.

\_\_\_\_\_  
Superintendent/Administrative Director  
Upper Merion Area School District

\_\_\_\_\_  
Chief Law Enforcement Authority Upper  
Merion Township

\_\_\_\_\_  
Chief Law Enforcement Authority Borough  
of Bridgeport

\_\_\_\_\_  
Chief Law Enforcement Authority Borough  
of West Conshohocken