

Lanford Secondary School

68430 Rochester Street
Hope, BC
Vxx 2xx
604-xxx-xxx

DATE: December 8, 2001
TO: Larry Rochester, Principal*
FROM: Katie Ginsberg, SETA
SUBJECT: **Violent Incident on December 7, 2001 – Immediate Response Required**

In your absence yesterday December 7, 2001, a violent incident occurred in my presence involving two male students during Ms. White's Block C Science Class. Your response is required immediately on how to proceed with disciplinary action.

Details are as follows:

Students Involved: Billy Karr – Student #: xxxxx – Grade 10
David Mannix – Student #: xxxxx – Grade 10

Staff Involved: Ms Ginsberg, SE2001A
Ms Bradshaw, SETA
Ms White, Science 10 Teacher
Ms Rochester, School Nurse
Mrs. Coen, Vice Principal

Time of Incident: December 7, 2001 @ Approx. 11:45 a.m. – Block M

Location of Incident: Room xxx – Science Wing

Cause of Incident:

Mr. Mannix allegedly started vandalizing Mr. Karr's personal property. Words were exchanged between the two students, at which time the incident occurred.

Incident Description:

1. The two named students were assigned to work together on an in-class assignment where they were to make cue cards based on a chapter in their textbook.
2. Approximately twenty minutes into the class, Mr. Mannix vocalized quite loudly that he "didn't want to do this stupid assignment", and that "it was a joke".
3. Mr. Mannix allegedly then proceeded to start vandalizing Mr. Karr's personal binder.
4. Words were exchanged between the two students.

It was at this time that I observed Mr. Karr punch Mr. Mannix in his face, causing his nose to start bleeding.

1. I was asked by my SETA mentor Ms Bradshaw to take Mr. Mannix to the nurse's station.

2. I applied a cold compress to his nose in an attempt to control the bleeding until the nurse arrived.
3. School nurse, Ms Rochester, proceeded with the care of Mr. Mannix.
4. Upon returning to the classroom, myself and Ms Bradshaw spoke to Ms White who was absent during the incident, and informed her of the situation.
5. Ms White proceeded to take Mr. Karr to the school office at which time Ms Bradshaw confirmed with one of the students, Jenny Benny, the details leading up to the incident in question. Please see below.

Witness to Incident:

- Jenny Benny – Student #: xxxxx (as reported verbally to Ms Bradshaw)
- Miss Grey stated that she witnessed Mr. Mannix vandalizing Mr. Karr’s personal binder using a pair of scissors that were handed out for the assignment to scratch/cut the surface of it. She stated that Mr. Karr asked Mr. Mannix to give him back his binder multiple times. When Mr. Mannix continued to refuse, this is when she said she saw Mr. Karr punch Mr. Mannix in the face.

History of Students:

David Mannix:

Mr. Mannix transferred to Lanford Secondary School from W.J. Wilson Secondary School in the 2000 school year. As stated in his Individual Education Plan (“IEP”), Mr. Mannix has been diagnosed as having Attention Deficit Hyper-Activity Disorder (“AD/HD”). He attends most integrated classes with the assistance of his regular SETA Ms Bradshaw, as well as attends one class daily in the special education classroom. He has had a history of behavioural and disciplinary problems throughout his first year at Lanford Secondary School. (IEP, 2001)

Figure 1 shows the incidents requiring disciplinary action that have occurred with Mr. Mannix thus far in the 2000/01 school year.

Figure 1: David Mannix’s Disciplinary Record for 2000/01 School Year

Date:	Incident:	Action Taken:
October 2, 2000	Verbally abusive towards teacher	Detention – 5 Days
January 24, 2001	Stabbed fellow classmate with pencil	Suspension – 3 Days
February 16, 2001	Verbally abusive towards teacher	Detention – 5 Days

(Student Records System, 2001)

Billy Karr:

Mr. Karr has been a student at Lanford Secondary School since September of 2002. Mr. Karr has no record of being involved in any serious incidents during his 3 years attending this school.

Result of Incident:

Mr. Mannix received a bleeding nose due to the punch he received from fellow student Mr. Karr. He required brief medical attention from the school nurse Ms Rochester, at which time his parents were called, and he was released into their care for the remainder of the school day. Mr. Karr’s parents were also notified, and in your absence he was also sent home by Vice-Principal Mrs. Coen. Upon discussion with all staff

involved in this incident, the consensus was that both parties were found to be accountable in varying degrees, and therefore both students were told by Mrs. Coen to stay home until they are given permission by you to return to the school grounds.

Although Mr. Karr committed the violent act against Mr. Mannix, it was Mr. Mannix who was the instigator of this incident when he caused damage to Mr. Karr's private property. It was concluded by Mrs. Coen that both these acts were a clear breach of school rules.

As such, both students were notified that disciplinary action would be taken upon your return to the office today.

Your response is required immediately on how to proceed with disciplinary action.

If you require anything further, please don't hesitate to contact me.

Thank you,

Katie Ginsberg, SETA
Employee #: xxxxxx

Works Cited

- Ms Bradshaw, SETA – Lanford Secondary School
- Individual Education Plan (“IEP”) for Student #: xxxxx – David Mannix
- Student Records System, Lanford Secondary School – 2000-01 School Year

* All names have been changed to protect confidentiality