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### MEMORANDUM

**TO:** District School Superintendents

**FROM:** Kathy Mizereck *KEM*

**DATE:** December 13, 2002

**SUBJECT:** **Federal Gun-Free Schools Act**  
**Local Education Agency Activities Report—Due January 10, 2003**

Local education agencies (LEAs) receiving federal Elementary and Secondary Education Act funds are required to complete and return the Gun-Free Schools Act (GFSA) Local Education Agency Activities Report, Form ESE 068, for the period **July 1, 2001-June 30, 2002**. This form is attached. In order to ensure consistency of reporting, please review the definitions for "elementary school," "junior high school," "high school," and "other firearms" provided for you on the attachment.

Please note that in Florida, LEAs may expel a student for bringing a "gun" to school that does not fit the federal definition. However, for the purpose of this report, items such as toy guns, cap guns, air powered bb guns, pellet guns, etc., should **not** be included in this report. These items are not included in the federal firearm definition. Attached is the latest updated federal guidance. The definition is defined under question 17. If you still have questions regarding firearm definitions, please contact one of the division offices of the Bureau of Alcohol, Tobacco, and Firearms: Tampa Field Division, (813) 228-2021, or Miami Field Division, (305) 597-4800.

Please complete and submit the attached four-question survey as soon as possible, but no later than **Friday, January 10, 2003**, to the Office of Safe Schools. In order to meet the required deadline, a copy may also be faxed to the Office at (850) 410-1796 or Suncom 210-1796.

**CHARLIE CRIST**

COMMISSIONER  
FLORIDA DEPARTMENT OF  
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District School Superintendents  
December 13, 2002  
Page 2

If you have any questions, please contact Felicia Williams-Elliott, Research Assistant, Office of Safe Schools at (850) 414-7777 or 994-7777

KM/lhe

Attachment

cc: District Contacts, MIS  
District Contacts, Safe Schools  
District Contacts, Safe and Drug-Free Schools