

REPORTING OFFICER NARRATIVE

Clay County Sheriff's Office

OCA 2011-040921
Date / Time Reported Thu 10/27/2011 11:16

Victim CLAY COUNTY	Offense BURGLARY
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On October 27, 2011, while performing my duties as a School Resource Officer at Orange Park High I met the school's assistant principal in reference to a stolen laptop computer.

I met with Mr. Fletcher who said it was reported to him by a teacher who advised that laptop computer was stolen from out of his classroom. Mr. Fletcher said the teacher David Fields told him when he left his classroom on October 20, 2011 around 1455 hours, his laptop was left on cart in his classroom. Mr. Fletcher said when Mr. Fields returned to his classroom the laptop was missing. I later obtained a sworn written statement from Mr. Fletcher.

I then made with the teacher David Fields in my office. Mr. Fields advised on October 20, 2011 around 1455 hours, he left his classroom. Mr. Fields said after leaving his classroom he made sure the door was locked. He said the laptop computer was sitting on a cart in his classroom. On October 21, 2011 around 0750 hours, Mr. Fields said he returned to his classroom. He said he unlocked the door (not sure if the door was already unlocked), entered his classroom and he discovered his laptop was missing from off the cart. He said there were no signs of forced entry and nothing was disturbed inside the classroom. Mr. Fields said he looked around in his classroom and nothing else was missing. I later responded to Mr. Fields classroom (Portable K15) to continue my investigation. I searched around the portable for any physical evidence. After conducting my search I was unsuccessful locating any evidence. I checked the front and back door to ascertain if there were any pry marks. After checking the doors I observed no pry marks on the doors. The front door and back had metal plates covering the doors. I then processed the front and back door of the portable to obtain finger prints. After processing the doors I was unsuccessful locating any finger prints. I later took photographs of the portable doors.

I again made contact with Mr. Fletcher to ascertain which custodian cleans portable K15. Mr. Fletcher advised Juan Flores cleans portable K15. I then made contact with Mr. Flores in reference to this incident. Mr. Flores advised when he went to clean portable K15 he did not notice the laptop on the cart in the classroom. He said on Wednesday he vacuums the portables and due that it was Thursday he only pull the trash from out of the cans. Mr. Flores said after taking out the trash he made sure he locked the portable's door. Due to Mr. Flores speaking little English he was unable to provide a sworn written statement.

I then researched Jax Linx to ascertain if the unknown person(s) possibly pawned the stolen laptop. After researching Jax Linx the stolen laptop was not pawned. I then made contact with NCIC/FCIC operator England #6250 by phone. I had operator England enter the stolen laptop into the system as stolen. I then made contact with assistant principal Mr. Elia to review the video to ascertain if I could possibly identify the unknown person(s) enter the portable and taking the laptop computer. After reviewing the video, Mr. Elia advised the video only save recordings for two days and then the video recording is erased. The laptop is described as Dell Latitude D520 laptop, serial number 7Z SW2D1, model number Latitude D520, black and gray in color and it's valued at \$1211.00. I later submitted the photographs in the Clay County property room as evidence. This case is being transferred to Juvenile Section Investigation.

Case transferred.



BEN H. WORTHAM
SUPERINTENDENT OF SCHOOLS

SCHOOL DISTRICT OF CLAY COUNTY

900 Walnut Street
Green Cove Springs, Florida 32043
Telephones:
904/284-6500 (GCS) 904/272-8100 (OP)
1-888-663-2529 (KH)
FAX 904/284-6525 TDD 904/284-6584

BOARD MEMBERS:

Janice Kerekes
District 1
Carol Studdard
District 2
Charles Van Zant, Jr.
District 3
Frank Farrell
District 4
Lisa Graham
District 5

Date: December 6, 2011

TO: Robert Johnson, Coordinator, Property Control

FROM: Lyle Bandy, Director of Student Services *L. Bandy*

RE: Purchase of Ricoh Copier

Trade-in:

a. Description	Ricoh Aficio 1515
b. Property Number	80864
c. Serial Number	K2049102748
d. Acquisition Cost	\$1433.00
e. Acquisition Date	12/16/2004
f. Trade-in allowance	1 st 10,000 prints free
f. Reason for Trade-in	Copier is not cost effective to keep having service call.

Item to purchase:

a. Description	Ricoh MP2500 digital copier w/document feeder
b. Vendor	Copyfax
c. Cost of new copier	\$2022.00
d. Method of payment	Budget Line: 0100.6100.0641.9004.1102

cc Nancy Racine, Director, Purchasing

Clay High School
2025 Hwy 16 W
Green Cove Springs, Fl 32043
Peter J. McCabe, Principal

To: Clay County School Board Members

From: Cary Dicks, Assistant Principal/Property Manager

Date: December 19, 2011

Via: Robert Johnson, Coordinator of Property

We are leasing a copier and would like to trade-in the old one. The information on the machine is as follows:

Copier to be traded-in:

Model: Canon C6050

CCSB #: 67315

Serial #: NDK69898

Current Value: \$7803.40

Purchase order # 00082129

Reason for trade: Age of copier/parts availability and expired warranty and the cost is more than the value of the unit for repair. We have negotiated a trade in on a new copier to lease with Xerox.

Copier to be leased:

Model: Xerox WC 35-50x

Vender: Xerox

Address: Jacksonville Fl 32207

48 month Lease Agreement: \$43.37 per month

Method of payment: Internal Accounts

INCIDENT/INVESTIGATION REPORT

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Agency Name Orange Park Police Department
ORI FL0100200

Case# 2011-001908
Date / Time Reported 11/22/2011 09:17 Tue
Last Known Secure 11/21/2011 15:00 Mon
At Found 11/22/2011 08:00 Tue

Location of Incident 1500 Gano Av, Orange Park FL 32073-		Premise Type School/college	Zone/Tract OP2
#1	Crime Incident(s) Burglary 810-02/1	(Com)	Weapon / Tools NOT APPLICABLE/NONE
	F	Entry	Exit
#2	Crime Incident Grand Theft - Value 300 To 4,999 812-014/2C1	(Com)	Weapon / Tools
	F	Entry	Exit
#3	Crime Incident	()	Weapon / Tools
		Entry	Exit

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# of Victims 5	Type: BUSINESS	Injury: None	Domestic: N
V1	Victim/Business Name (Last, First, Middle) ORANGE PARK, JUNIOR HIGH	Victim of Crime # 1,2	DOB Age
	Home Address 1500 GANO AV, Orange Park, FL 32073-	Race	Sex
	Employer Name/Address	Relationship To Offender ST	Resident Status N/A
		Business Phone	Mobile Phone 904-278-2000
VYR	Make	Model	Style
	Color	Lic/Lis	VIN

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CODES: V- Victim (Denote V2, V3) O = Owner (if other than victim) R = Reporting Person (if other than victim)									
Type: BUSINESS		Injury: None							
Code	Name (Last, First, Middle)	Victim of Crime #	DOB	Race	Sex	Relationship To Offender	Resident Status	Military Branch/Status	
V2	COCA COLA	1, 2	Age			UK	N/A		
Home Address 1411 Huron St Jacksonville, FL 32054							Home Phone 904-228-6443		
Employer Name/Address						Business Phone		Mobile Phone	
Type: PERSON/INDIVIDUAL(NOT A LE OFFICER)		Injury: None							
Code	Name (Last, First, Middle)	Victim of Crime #	DOB	Race	Sex	Relationship To Offender	Resident Status	Military Branch/Status	
V3	WOOD, JENNIFER ROSE	1, 2	02/02/1972	W	F	UK	Non-Residen		
Home Address 1500 Gano Av Orange Park, FL 32073							Home Phone 904-278-2000		
Employer Name/Address Orange Park Junior High, 1500 Gano Av Orange Park, Fl 32073 (MEDIA SPC)						Business Phone 904-278-2000		Mobile Phone 904-887-3710	

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L = Lost S = Stolen R = Recovered D = Damaged Z = Seized B = Burned C = Counterfeit / Forged F = Found
("OJ" = Recovered for Other Jurisdiction)

VI #	Code	Status Frm/To	Value	OJ	QTY	Property Description	Make/Model	Serial Number
2	299	S	\$7.00		7	Paper Currency	U.S./Dollars	
1	75	S	\$150.00		1	Video game equipment	NINTENDO/Wii	LU110999782
1	82	S	\$150.00		1	DVD PLAYER/BLUE RAY	SAMSUNG/Bd-c5500c	ZB0D6V1Z501429
1	73	S	\$664.00		1	LCD TELEVISION	VIZIO/E420vo	LAUKIFAL4910627
	363	Z	\$1.00		1	Computer Disc		
	82	R	\$150.00		1	DVD PLAYER/BLUE RAY	SAMSUNG/Bd-c5500c	ZB0D6V1Z501429
	73	R	\$664.00		1	LCD TELEVISION	VIAIO/E420vo	LAUKIFAL4910627
	440	Z	\$10.00		1	Shoes	UNDER ARMOR	
2	325	S	\$10.00		1	Hammers (Hand)	RUBBER/Mallet	
2	03	S	\$1,199.00		1	Cameras - Movie	PANASONIC/Ag-dv20	H9HK00482
2	325	S	\$10.00		1	Hammers (Hand)		
2	343	S	\$20.00		1	Tool Sets	FOLDING KIT	

Officer/ID#	MILLS, D. J. (OPPT, OPPT) (00465)
Invest ID#	MILLS, D. J. (OPPT, OPPT) (00465)
Supervisor	MONROE, C. (OPPT, OPPT) (00484)

Status	Complainant Signature	Case Status Cleared Offense	12/02/2011	Case Disposition: Cleared By Arrest	12/02/2011	Page 1
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REPORTING OFFICER NARRATIVE

Orange Park Police Department

Victim <i>ORANGE PARK, JUNIOR HIGH</i>	Offense <i>BURGLARY</i>	OCA <i>2011-001908</i>
		Date / Time Reported <i>Tue 11/22/2011 09:17</i>

On 11-22-11 I was dispatched to the Orange Park Junior High School where I spoke to Assistant Principal, Al DeJesus, about this incident.

Investigation revealed between 11-21-11 at 1500 hours and 11-22-11 at 0800 hours, suspect(s) unknown entered the administrative building of the Orange Park Junior High School. Entry was possibly made using a key due to no signs of forced entry. The suspect(s) gained entry to the main office by using a chair from the sitting area to assist in climbing over the front counter. Once in the office area, the suspect(s) went to the teacher's lounge where they stole an Vizio lcd tv, Nintendo Wii, and a Samsung blue ray dvd player. The suspect(s) then fled from the area.

Total value of theft is estimated at \$964.