

# **MEMORANDUM OF UNDERSTANDING**

**United States Department of Justice COPS Grant 2014**

**██████████ Police Department/██████████ Independent School District**

## **School Resource Officer**

This Memorandum of Understanding between the City of ██████████ Police Department and the ██████████ Independent School District defines the Mission, Goals and Objectives, and Roles and Responsibilities of each as partners, of the School Resource Officer program.

### **Mission**

The mission of the School Resource Officer program is to enhance the safe learning environment of our schools by making a law enforcement officer part of the school setting as a resource for the school to assist them in providing safety and security, counseling, and instruction.

### **Goals and Objectives**

The School Resource Officer will utilize their knowledge, skills, and resources, in partnership with students, school staff and administration, parents, and the community to enforce laws; to provide for the safety of students and staff; to provide information, intervention, and referral; and to participate in problem solving.

The objectives of the SRO program are to work with the school and other community-based organizations to:

- Address crime and disorder problems, violence, gangs, and drug activities, and other high risk behaviors affecting or occurring in or around the school.
- Educate students and staff in crime prevention, personnel safety, and the criminal justice system.
- Assist in identification of physical changes in the environment that may reduce crime in or around the school; and
- Assist in reviewing and developing school policy that addresses crime and safety and recommend procedural changes.
- Enhance Public Safety's ability to respond to critical incidents that may occur in or around the school.

## Roles and Responsibilities

1. (MAYBE PUT SOMETHING IN HERE ABOUT THE FUNDING RESPONSIBILITIES OR WHERE THE FUNDING IS COMING FROM INCLUDING THAT THE CITY WILL BE RESPONSIBLE FOR THE DISBURSEMENT OF THE FUNDS, RECORD KEEPING AND REPORTING REQUIREMENTS OF THE GRANT)
2. The SRO program will place one full-time certified Law Enforcement Officer within the school system as a School Resource Officer (SRO) during the established school calendar year and for whatever period during the summer recess that is necessary to plan and administer the SRO Program. The SRO will be utilized by the Police Department for other duties during the balance of the summer recess. The City will not be reimbursed for hours the SRO is providing work not related to the SRO Program.
3. The SRO will be an employee of the City of [REDACTED] Police Department. The SRO will be subject to all City and Police Department rules, regulations, and policies. The Administrative Sergeant of the [REDACTED] Police Department will supervise the SRO.
4. The Superintendent of Schools will participate with the Police Department in the selection of the officer assigned to the SRO position. Selection will be by consensus of the School and the City.
5. The SRO will be utilized primarily at [REDACTED] High School, but will be available at [REDACTED] as needed. Elementary Schools may also utilize the SRO for special projects.
6. The SRO will report to and work directly with the Principals at each school site.
7. The attached Job Description further defines the duties of the SRO.
8. The City will provide training and continued professional development of the Officer assigned to the SRO Program.
9. The School District will provide adequate office space, furnishings, telephone, computer services, and office supplies as needed if available.
10. The City will provide the SRO with a vehicle, uniforms, and personal equipment normally carried by [REDACTED] Police patrol officers.
11. The SRO and the SRO Program will be evaluated annually by designees of the City and School District. Recommendations for improvement will be made and implemented based on the evaluation. This evaluation shall be in addition to the programmatic evaluation required by the grant.
12. This Memorandum of Understanding may be changed at any time, with mutual consensus of the City of [REDACTED] and the School District.

\_\_\_\_\_  
[REDACTED], Superintendent  
[REDACTED] Independent Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
[REDACTED] Chief of Police  
City of [REDACTED]

\_\_\_\_\_  
Date