

# **ROSSVILLE CONSOLIDATED SCHOOL DISTRICT**

**2023-2024**

## **HANDBOOK FOR CLASSIFIED STAFF**

<p><b>POLICE - POLICE OFFICER/ SCHOOL RESOURCE OFFICER</b></p>
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**BOARD APPROVAL DATE**

May 2, 2023

**EFFECTIVE DATE**

July 1, 2023

It is the policy of the Rossville Consolidated School District not to discriminate on the basis of race, color, religion, sex, national origin, or handicapping condition, including limited English proficiency, in its educational programs or employment policies as required by state and federal laws.

1. **FINANCIAL COMPENSATION:**

1.1. General Philosophy:

Staff members employed within Rossville Consolidated School District are qualified when hired for a particular position. Once hired, the employee is expected to grow professionally within the duty assignment. Employees are expected to be proficient in their responsibilities and provide leadership to others. The Board of Education shall hold the responsibility for establishing the rate of pay for classified employees.

1.2. Pay Rate:

The Police Officer/School Resource Officer shall be paid twenty-seven thousand dollars (\$25,700) for the 2023-2024 fiscal year, July 1, 2023, until June 30, 2024, for one-hundred two (102) contracted days.

1.3 Pay Schedule

The Police Officer/School Resource Officer shall be paid in equal installments on a schedule fixed for all employees of the Board.

2. **BENEFITS:**

2.1. Section 125

The benefits provided to employees by Section 125 of the Revenue Act of 1978, both Generation I and Generation II, shall be available. The school district will pay any start-up cost, and participating employees will pay the annual fee (if charged) and the monthly administrative fee.

3. **WORKDAY:**

The Superintendent shall prescribe the workday and shall not exceed twenty-nine (29) hours per pay period.

4. **EMPLOYEE CLASSIFICATION:**

The Police Officer/School Resource Officer is classified as an At-Will employee. This means that the employment is not for a specific duration and that the employee may be discharged at any time, with or without cause, and without the right of a hearing by or appeal to the Board of Education or any other entity. The employee may also terminate his/her employment at any time upon two weeks of advance notice to his/her supervisor.

**5. UNIFORM AND EQUIPMENT:**

The Police Officer/School Resource Officer will wear a school-approved and provided police officer uniform. More casual attire may be worn with the permission of the Superintendent.

The Police Officer/School Resource Officer will be provided with all necessary equipment related to job duties by Rossville Consolidated School District. The Police Officer/School Resource Officer will be provided with a school district work area and a computer.

**6. TRAINING & CERTIFICATIONS:**

The Police Officer/School Resource Officer will be required to meet all requirements set forth by the State of Indiana Law Enforcement Training Board for continued patrol certification (firearm certification, physical ability, etc.). These required certifications will be offered to the Police Officer/School Resource Officer in the same manner as any other officer in the state of Indiana.

The Police Officer/School Resource Officer shall maintain certification as a School Resource Officer throughout his time of employment. The Police Officer/School Resource Officer will become certified as an Indiana School Safety Specialist.