

City of Emmett School Resource Officer

Emmett School District Memorandum of Agreement

The objectives of this memorandum of agreement (MOA) are designed to help promote a positive relationship between the Emmett School District, the Emmett Police Department; and the youth of our community.

The School Resource Officer (SRO) program is a joint venture of the Emmett Schools and the City of Emmett. This program is based on the philosophy of "Community Policing," which includes collaboration with other agencies through enhancing communication and rapport; delivering prevention, intervention, and criminal justice education services; and maintaining safe learning environments.

Purpose of the SRO Program:

The SRO program will focus on developing rapport with students, presenting information to students on various crime prevention subjects; providing law enforcement assistance to school personnel, parents and students; and identifying and counseling troubled youth, thereby diverting them from the criminal justice system. Through such activities in the schools and the community, the program helps students, parents, and educators to develop a better understanding of the role of law enforcement officers and to create a more positive concept of the judicial system.

School Resource Officer:

The Emmett Police Department School Resource Officer is a patrol officer who is [paid by the City of Emmett] to perform law enforcement duties and who is assigned to work closely with the schools in the Emmett School District. The SRO's primary duty is to serve and protect our community from violation of state and local laws. The SRO is also tasked with working with all members of the Emmett School District and the City of Emmett to build a positive relationship.

SRO Obligations:

The SRO will provide educational benefits to students by teaching curriculum units, leading classroom presentations and presenting assemblies covering topics including, but not limited to: law education, alcohol abuse, drug abuse, safe driving, sexual harassment, child abuse, crime awareness and prevention, internet safety, and community policing activities.

The SRO will provide discussion and assistance through classroom-based, small group based and individual sessions with students and hold conferences with parents pertaining to law enforcement. Non-law enforcement issues will be referred to the school principals with SRO assistance as required.

The SRO will build rapport and trust with students by maintaining a high level of visibility on campus during the regular school day and by attending school activities and other school and community programs. Such assignments will be included in the SRO's regular duties in order to avoid the need for overtime compensation.

The SRO will be available to school administrators as an educational resource in understanding the application and enforcement of criminal laws.

The SRO shall respond to emergency situations as requested by school principals. The SRO shall respond in a customary manner according to training and standard law enforcement techniques to criminal activity which is observed or suspected by the SRO or school staff.

The SRO shall be in uniform as directed by the Chief of the Emmett City Police Department ("Police Department").

The SRO's hours will be flexible, subject to the approval of the Chief of the Police Department, in order to carry out the purpose of the program. The SRO remains an employee of the City of Emmett and as such is ultimately supervised, evaluated, and directed by the Chief of the Police Department.

City Obligations:

Upon the approval and execution of this Agreement by the City of Emmett and Emmett School District and appropriation of necessary funds by the City to pay the costs associated therewith, the City, with the concurrence of the superintendent, shall provide one SRO to the Emmett Schools.

The SRO will work primarily during regularly scheduled school days. It is understood that there may be training needs or other instances when the SRO may work outside the school at the discretion of the Chief of the Police Department.

The SRO is focusing on the initial incident that occurs in the school and will have the ability to ask for investigation assistance by either Sheriff Office or City of Emmett. The SRO can also be asked to perform follow-up on incidents that involve students but did not occur on school grounds.

The SRO assigned pursuant to this MOA shall be made available to Emmett Schools no later than one week prior to opening day of the regular school year.

The City shall provide an SRO that has been certified as a law enforcement officer through the Idaho Peace Officers Standards and Training (POST) and shall have obtained the necessary training and skills customary for officers in the Police Department.

The Chief of the Police Department will assign Officers to fill vacancies at schools as necessary and as available.

On days when schools are not in session, the SRO will be assigned to duties by the Chief of the Police Department.

Emmett Schools Obligations:

The Emmett School District will provide the SRO with the following resources: Offices in the schools during the regular school year suitable to allow for privacy in student/faculty communications; office equipment and supplies; telephones, textbooks, and related curricula materials for classes; teaching supplies; and other such materials as necessary for the SRO to carry out their assigned educational duties.

On a school-day to school-day basis, the Emmett Schools principals shall work in cooperation with the SRO.

The Emmett Schools shall provide training as required to the SRO on topics such as school discipline procedures, adolescence, and special needs.

Emmett School District will provide grant funds to assist with the compensation of the SRO.

Family Educational Rights and Privacy Act:

When requesting access to student records, the SRO will follow the provisions under school policy and the Family Educational Rights and Privacy Act (FERPA). Emmett School District will make available to the SRO; student records as a school official when they have a legitimate educational interest. Records that are requested as a part of a criminal investigation must comply with FERPA and require a judicial order or lawfully issued subpoena.

Management:

Work schedules, adjustments to assignments and overall management of the SRO will be completed by the Emmett Police Department. These areas will include input and recommendations from the Emmett School District. The SRO will report directly to Deputy Chief or Chief of Police being the final authority over the SRO position. The SRO will make a best effort to take off the same holidays as the schools and will attempt to work all school days.

Attendance:

The SRO is primarily assigned to the Emmett High School. The SRO should make all reasonable efforts to meet the administrators of the other Emmett schools daily. On days where the SRO is covering a patrol shift or when they are off work for any reason, they should notify the schools in advance and provide them with other options for any assistance they may need. In the event of an extended time where the assigned SRO is not available to appear at the Emmett Schools, the Chief of Police will re-assign another officer to assist the schools.

School class breaks:

The SRO should be in the hallways, parking lots or other places to interact with the students to help deter school and law violations. This will also provide our community with the assurance that the City of Emmett and Emmett School District are working together to provide a safe location for our youth.

Lunch breaks:

The SRO should adjust their schedule to not have their lunch break during the same time the students of the Emmett Schools are at lunch. During the student's lunch breaks, the SRO should be interacting with the students, preventing/enforcing law violations and be active in campus safety and security. It is recommended that the SRO alternate lunch periods at all the Emmett Schools during each week.

Emmett City Property:

The SRO will make every effort to keep private and secure all property, reports, records and other documents from the City of Emmett/Emmett Police Department. If any City Property or document is lost, damaged or stolen it will be immediately reported to the Chief of Police.

Emmett School District Property:

The SRO will make every effort to keep private and secure all property, reports, records and other documents from the Emmett School District. If any School District property or document is lost, damaged or stolen it will be immediately reported to the administrator of that school or the Superintendent of the Emmett School District.

Transportation:

The SRO will follow the Emmett Police Department Policy in relationship to their assigned vehicle use.

Term of Agreement:

This MOA shall be effective for a one (1) year term commencing on February 10, 2016 and shall automatically renew for subsequent one (1) year terms on July 1 of each calendar year. Notwithstanding anything in this MOA to the contrary, this MOA automatically terminates in the event that, in any fiscal year, the City fails to appropriate sufficient funds to meet the costs of this program. In addition, this MOA may be terminated at any time by either party upon thirty (30) days written notice of the intent to terminate to the other party.

Third Parties and Assignment:

This MOA is for the sole benefit of the parties and no person or entity shall have any rights under this agreement as a third-party beneficiary. There shall be no assignment of the responsibilities and benefits created by this MOA.

Entire Agreement:

This MOA represents the entire agreement between the parties notwithstanding any previously written or oral understandings between the parties on the same subject. No amendment or modification shall be valid unless in writing.

WITNESS the following signatures in agreement to the above terms and conditions:



Wayne Rush
Superintendent of Emmett School District

3-29-2016

Date



Gordon Petrie
Emmett City Mayor

8 MAR 2016

Date



Gary Scheihing
Emmett City Police Chief

3-8-2016

Date

Approved this form:



Jake Sweeten (Printed Name)

3-21-2016

Date

City Attorney