



## Bullitt County Public Schools

1040 Highway 44 East  
Shepherdsville, Kentucky 40165

502-869-8000  
Fax 502-543-3608  
[www.bullittschools.org](http://www.bullittschools.org)

### Memo

To: Jesse Bacon, Superintendent

From: Sarah Smith, Director of Safe and Drug-Free Schools *SS*

Date: July 14, 2021

Re: Memorandum of Agreement for School Resource Officers

This is a request for Board approval of the attached Memorandum of Agreements between Bullitt County Public Schools and various Police Departments within Bullitt County. Bullitt County Public Schools requests to approve these memorandums of agreement in order to provide full-time School Resource Officers within our Bullitt County Schools.

This collaborative working relationship is important to ensure the safety of students and staff and a rapid law enforcement response in the event of an emergency.

cc: Adrienne Usher, Assistant Superintendent

*AW*  
7.13.21

## **SCHOOL RESOURCE OFFICER AGREEMENT**

THIS AGREEMENT, made and entered into this 26th day of July, 2021, by and between the Bullitt County Public Schools (hereinafter "BCPS"), of 1040 Highway 44E, Shepherdsville, KY 40165 and the Bullitt County Sheriff's Department (hereinafter "the Sheriff"), of 300 S. Buckman Street, Shepherdsville, KY 40165 (Bullitt County) for the purpose of establishing and maintaining the terms under which the Sheriff will provide BCPS with the services of a School Resource Officer (SRO) at North Bullitt High School (hereinafter "NBHS").

### **WITNESSETH:**

WHEREAS, KRS 158.4414, authorizes the provision of school resource officer services by means of a contract to be entered into by local school districts with appropriate law enforcement agencies;

WHEREAS, BCPS is a body politic and corporate pursuant to KRS 160.160, with legal authority to enter into contracts;

WHEREAS, it is the intent and desire of the Department and BCPS to provide for the services of an SRO at NBHS as set forth herein and as authorized pursuant to KRS 158.4414;

NOW, THEREFORE, in consideration of the foregoing and the mutual agreements as set forth herein below, IT IS HEREBY AGREED by and between BCPS and the Sheriff as follows:

### **ARTICLE I**

It is the intent and provision of this Agreement to provide for the services of an SRO with such services to be rendered at such Board school sites as more fully described herein for a term commencing on July 26, 2021 and expiring on June 30, 2022. It is expressly agreed and understood that BCPS and the Sheriff will not be bound hereby beyond the foregoing term, however the Parties hereto may extend this Agreement by mutual consent for future, one-year terms.

### **ARTICLE II**

#### **Rights and Duties of the Sheriff**

The Sheriff will provide a school resource officer ("SRO") and SRO services as follows:

##### **(A) Training**

The SRO will be a sworn law enforcement officer. The Sheriff shall certify in writing that the SRO has complied with the training requirements imposed by KRS 158.4414 and related Kentucky Administrative Regulations, which require at least 40 hours of in-service training each year for three years to total 120 hours. The in-service training must be certified or recognized by the Kentucky Law Enforcement Council for school resource officers. Failure to satisfy the training requirements could lead to the SRO's removal as required by state law and termination of this agreement.

The training shall include, but not be limited to:

- i. foundations of school-based law enforcement;
- ii. threat assessment and response;
- iii. youth drug use and abuse;
- iv. social media and cyber security;
- v. school resource officers as teachers and mentors;
- vi. youth mental health awareness;
- vii. diversity and bias awareness training;
- viii. trauma-informed action;
- ix. understanding students with special needs; and
- x. de-escalation strategies.

#### Appointment of SRO

(1) It is mutually agreed and understood that the Chief/Sheriff will appoint Deputy/Officer Brian Hedges to serve as the initial SRO at NBHS. Deputy/Officer Hedges' initial appointment and assignment is a material condition of this Agreement. After consultation with and approval of the Superintendent/Designee of BCPS, the Sheriff will ensure that the designated SRO is qualified to serve as an SRO and submit documents sufficient to demonstrate his/her qualifications.



(2) The SRO will report directly to the Sheriff, who, as the SRO's employer and supervisor, will work with the Superintendent/Designee of BCPS in providing for the rendition of SRO services as outlined herein.

(3) The SRO will provide services at NBHS pursuant to a schedule to be determined in conjunction with the Principal and the Superintendent of BCPS, equivalent to an eight (8) hour work day.

#### (B) Duties of School Resource Officer

##### (1) Instructional responsibilities/duties of SRO

The SRO will work in conjunction with Principal and certified instructors to assist in the delivery of instruction in a variety of subject areas, including but not limited to, police and their role in society; laws; juvenile and adult criminal justice systems; career opportunities in law enforcement; drug education; gang resistance education and training; teens, crime and community; conflict resolution; and other classes as permitted by scheduling and as determined to be appropriate by respective principals and school staffs. It is agreed and understood that the SRO will perform services on a "guest lecturer" basis consistent with regulations promulgated by the Kentucky Board of Education and the Educational Professional Standards Board and will do so in conjunction with and under the direction of appropriately certified teaching personnel, or will provide such services on a co-curricular or extracurricular basis as scheduling permits.

##### (2) Additional Duties and Responsibilities of the SRO

(a) The SRO will coordinate his or her instructional activities with the Principal and certified staff members so as to allow for the orderly educational process within the respective schools served.

(b) Except in an extreme emergency, the SRO will not be called away from NBHS by the Sheriff or his designee to handle incidents off campus. BCPS will not be responsible for paying the SRO for his/her time in responding to extreme emergency unrelated to his/her school assignment.

(c) The SRO will not be responsible for handling minor, non-priority incidents typically handled by other deputies/officers. These incidents include, but are not limited to, collisions, parking lot details, traffic or fire lane violations, etc.



(d) Consistent with applicable law, including privacy laws, the SRO may exchange information about suspects, incidents, and potential problems with other law enforcement agencies.

(e) The SRO will attend and complete any training required by local, state or federal law. The SRO will develop expertise in presenting various subjects to the students. Such subjects will include basic understanding of the laws, the role of the police officer and the police mission.

(f) The SRO will encourage individual and small group discussions with students based upon material presented in class to further establish rapport with students.

(g) The SRO will make himself/herself available for conferences with students, parents, and faculty members to assist them with problems of law enforcement or of a crime prevention nature.

(h) The SRO will assist the Principal in developing plans and strategies to prevent and/or minimize dangerous situations that may result from student unrest.

(i) Should it become necessary to conduct formal police interviews with students, the SRO will adhere to Board Policy, Law Enforcement Policy, Kentucky Revised Statutes, and other legal requirements regarding such interviews.

(j) The SRO may, by way of the exercise of his/her discretion as a sworn police officer, take law enforcement action as required. As soon as practical, the SRO will, verbally or in writing, make the Principal of the school aware of such action. At the Principal's request, the SRO will take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and related school functions, to the extent that the SRO may do so under the authority of law.

(k) The SRO will give assistance to the law enforcement officers in matters regarding his/her school assignment, whenever necessary.

(l) The SRO will, whenever possible, participate in and/or attend school functions.

(m) The SRO will not act as a school disciplinarian, as disciplining students is a school responsibility. It is agreed and understood that the principal and appropriate school staff will be responsible for investigating and determining, at their discretion, whether a student has violated school and/or board disciplinary codes or standards and the

appropriate administrative action to take. However, this will not be construed to prevent the SRO from sharing information with school administration/staff, which may aid in the determination of whether a disciplinary offense occurred. Upon assignment, the SRO will be provided with copies of Board disciplinary policies and codes and the discipline codes of each school. The SRO will become familiar with district/school disciplinary codes and standards and will meet at least annually with the Superintendent (or his designee) and each principal for the purpose of reviewing applicable disciplinary standards.

(n) The Principal, school administration, or staff may advise the SRO of incidents or activities possibly giving rise to criminal or juvenile violations and the SRO will then determine whether law enforcement action is appropriate with respect to those activities occurring on school property or at school sponsored functions, which a principal is directed to report to the "appropriate law enforcement agency" under KRS 158.154 ("assault resulting in serious physical injury, a sexual offense, kidnapping, assault involving the use of a weapon, possession of a firearm in violation of the law, possession of a controlled substance in violation of the law, or damage to the property"), and those activities which an administrator, teacher, or other school employee is directed to report to the "local police department, sheriff, or Kentucky State police," under KRS 158.155 (such activities consisting of conduct occurring on school premises or school sponsored events which is believed to constitute a misdemeanor or violation or offense relating to deadly weapons, use, possession, or sale of controlled substances, or a felony offense), it is agreed and understood that the SRO, as an employee of the Sheriff, is authorized to receive and appropriately act on any of such foregoing reports and the aforementioned school personnel may satisfy such reporting requirements by advising the SRO of activities believed to fall within the foregoing statutory directives.

(o) The SRO is not to be used for regularly assigned lunchroom duties, as hall monitors, or other monitoring duties. However, the SRO is expected to demonstrate a presence in NBHS and be available and accessible. If there is a problem in such areas, the SRO may assist the school until the problem is resolved.

(p) Consistent KRS 61.926, 527.020 and 527.070, as applicable, it is understood the SRO shall be armed with a firearm.

(3) Collaboration with Principal



At a minimum, before the start of every semester, the Principal and the SRO will meet to discuss and define the role of the SRO. It is essential that both parties distinguish between disciplinary conduct, which should be handled by school employees, and illegal conduct, which may, in the SRO discretion, be handled as a law enforcement matter. While it may be necessary for an SRO to get involved in an incident, it does not mean criminal charges (or a ticket) must be pursued.

### **ARTICLE III**

#### **Rights and Duties of BCPS**

BCPS will provide the full-time SRO the following materials and facilities deemed necessary to the performance of the SRO's duties and the office facilities as outlined below to be provided:

- Computer access and district email for communication with school staff; and,
- Key fob for entry into assigned building(s)

Space permitting, the Principal may designate office space for use of the SRO. Office space is not a material condition of this agreement. Should an office be provided, the SRO will not store firearms, weapons or ammunition in the office.

### **ARTICLE IV**

#### **Financial Responsibility of the School Resource Officer program**

The District will pay to the Sheriff forty dollars \$40.00 per hour for one SRO to be assigned to the School, with a maximum annual payment of sixty thousand dollars (\$60,000).

The Sheriff will submit a notarized BCPS Time Sheet to the school representative, then to the BCPS Safe Schools Director with days itemized for reimbursement by the 3<sup>rd</sup> of each month for the prior month. The District will not be responsible for any benefits of the SRO, any overtime, holiday pay, or fuel and equipment costs. BCPS's only financial responsibility for the services of the SRO are for the hourly fee stated above.

In the event of the cessation or suspension of in-person instruction due to COVID-19 or any related health emergency wherein BCPS continues to conduct student instruction via NTI or similar remote technology, the SRO shall continue to report, be available and provide services to the School utilizing the assigned School as his/her base of operations, and the Sheriff shall invoice for reimbursement (with accompanying notarized BCPS Time Sheets), and BCPS shall make payment, for each day in-person instruction is ceased or suspended under the



circumstances set forth above. Should the SRO not be available to report or provide services to the School on any day under the above circumstances, then the Sheriff shall not invoice, and BCPS shall not make payment, for that day. Should the School not provide instruction via NTI or similar remote technology on any day during such cessation or suspension, then the SRO shall not report, and the Sheriff shall not invoice, and BCPS shall not make payment, for that day.

## **ARTICLE V**

### **Employment status of the School Resource Officer**

The SRO will remain an employee of the Sheriff and will not be an employee or agent of BCPS or the School. BCPS and the Sheriff acknowledge that the SRO will remain responsive to the chain of command of the Sheriff.

## **ARTICLE VI**

### **Dismissal of School Resource Officer: Replacement**

(A) At any time, the Superintendent, in his/her discretion and after discussion with the Sheriff, may request that the designated SRO be reassigned or removed from the school. BCPS and the Sheriff will then collaborate to find a mutually agreeable replacement.

(B) The Sheriff may dismiss or reassign an SRO based upon Sheriff Rules, Regulations, and/or General Orders and when it is in the best interest of the people of Bullitt County.

(C) However, if a mutually agreeable replacement (as referenced in Article II) cannot be found within twenty (20) business days of dismissal or removal this Agreement will be void.

## **ARTICLE VII**

### **Termination of Agreement**

In addition to termination in writing thirty (30) days prior to expiration of the annual term hereof as provided in Article I, above, this Agreement may be terminated by either party upon ninety (90) days written notice that any party has failed to substantially perform in accordance with the terms and conditions of this Agreement. Upon notice, BCPS will have forty-five (45) days during which to submit payment without further prejudice, and without being considered to have defaulted. This Agreement may also be terminated without cause by the Sheriff upon one hundred (100) days written notice. BCPS may terminate this Agreement anytime, with or without cause, in its discretion.

## **ARTICLE VIII**

### **Notices**

Any and all notices or any other communication herein required or permitted will be deemed to have been given when deposited in the United States Postal Service as regular mail, postage prepaid and addressed as follows:

Jesse Bacon, EdD, Superintendent  
Bullitt County Public Schools  
1040 Highway 44 East  
Shepherdsville, KY 40165

Walt Sholar, Sheriff  
Bullitt County Sheriff's Office.  
300 S.Buckman Street, Shepherdsville, KY 40165

## **ARTICLE IX**

### **Good Faith**

The School Board, the Sheriff, their agents and employees agree to cooperate in good faith in fulfilling the terms of this Agreement. Unforeseen difficulties or questions will be resolved by negotiation between the Superintendent and the Sheriff, or their designees.

## **ARTICLE X**

### **Modification**

This document constitutes the full understanding of the parties and no terms, conditions, understandings or agreement purporting to modify or vary the terms of this document will be binding unless hereafter made in writing and signed by the parties.

## **ARTICLE XI**

### **Non-Assignment**

This Agreement, and each covenant herein, will not be capable of assignment, unless the express written consent of BCPS and the Sheriff is obtained in writing.

## **ARTICLE XII**

### **Merger**

This Agreement constitutes a final written expression of all the terms of this Agreement and is a complete and exclusive statement of those terms.

## **ARTICLE XIII**

### **Insurance/Hold Harmless Clause**

It is understood and agreed that during the term of this Agreement and any renewal hereof, the Sheriff, will purchase and maintain errors and omissions and general liability insurance at a minimum of \$2,000,000.00 per policy naming BCPS, and its officers and employees, as additional insureds and providing insurance coverage for all acts, omissions, and services performed by the SRO as described in this Agreement including insurance coverage for claims, suits, damages, fees or expenses (including cost of defense) arising out of any such acts, omissions and services. Further, the Sheriff will provide written proof of said coverage prior to execution of this Agreement and any time thereafter on request of BCPS. The insurance provided by the Sheriff will be deemed primary coverage relating to the acts of the SRO and not excess. Irrespective of said agreement and covenant, the Sheriff will indemnify and hold BCPS and any and all of its members, agents, officers, and employees in their respective individual and official capacities harmless from any and all acts, omissions, claims, damages, fees, expenses, and legal actions of any form or description arising from the performance of duties by the SRO under this contract.

## **XIV**

### **Severability**

The invalidity or unenforceability of any provisions of this Agreement will not affect the validity or enforceability of any other provision of this Agreement.

IN WITNESS WHEREOF, the parties have caused duplicate originals of this Agreement to be signed by their duly authorized officers.

## **XV**

### **Miscellaneous Terms**



- a) The SRO will be permitted a 45-minute paid lunch period. During lunch, the SRO will be subject to emergency calls for incidents which occur at the School.
- b) The SRO will use the Sheriff vehicles and carry a cellular phone or radio that will allow contact by BCPS and School leadership.
- c) Nothing in this agreement will limit or eliminate the need to utilize the 9-1-1 reporting system, or the use of local police officers or the Sheriff.
- d) The designated SRO and the Sheriff will adhere to all local, state and federal privacy regulations, including but not limited to, FERPA and HIPAA.
- e) The SRO and the Sheriff will comply with all local, state and federal firearm or gun regulations relating to the services provided pursuant to this Agreement.
- f) The SRO and the Sheriff shall familiarize themselves with the *QuickAccess* software available through BCPS and the School and shall utilize that software in the performance of duties.

## XVI

### Mediation

In the event that the parties to this Agreement dispute the terms, application of the terms of this Agreement, or performance hereunder, the parties hereto agree, as a condition precedent to filing or pursuing any legal remedy, to participate in good faith in a half day of non-binding mediation, assisted by a trained neutral mediator.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN TESTIMONY WHEREOF, the Parties have hereunto subscribed the signatures of their authorized representatives the day and year herein indicated:

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Deborah Atherton, Chair, Board of Education  
Bullitt County Public Schools

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Date

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Jesse Bacon, Superintendent  
Bullitt County Public Schools

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Date

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Walt Sholar, Sheriff  
Bullitt County Sheriff's Office

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Date

## **SCHOOL RESOURCE OFFICER AGREEMENT**

THIS AGREEMENT, made and entered into this 26th day of July, 2021, by and between the Bullitt County Public Schools (hereinafter "BCPS"), of 1040 Highway 44E, Shepherdsville, KY 40165 and the Bullitt County Sheriff's Department (hereinafter "the Sheriff"), of 300 S. Buckman Street, Shepherdsville, KY 40165 (Bullitt County) for the purpose of establishing and maintaining the terms under which the Sheriff will provide BCPS with the services of a School Resource Officer (SRO) at Bullitt Alternative Center (hereinafter "BAC").

### **WITNESSETH:**

WHEREAS, KRS 158.4414, authorizes the provision of school resource officer services by means of a contract to be entered into by local school districts with appropriate law enforcement agencies;

WHEREAS, BCPS is a body politic and corporate pursuant to KRS 160.160, with legal authority to enter into contracts;

WHEREAS, it is the intent and desire of the Department and BCPS to provide for the services of an SRO at BAC as set forth herein and as authorized pursuant to KRS 158.4414;

NOW, THEREFORE, in consideration of the foregoing and the mutual agreements as set forth herein below, IT IS HEREBY AGREED by and between BCPS and the Sheriff as follows:

### **ARTICLE I**

It is the intent and provision of this Agreement to provide for the services of an SRO with such services to be rendered at such Board school sites as more fully described herein for a term commencing on July 26, 2021 and expiring on June 30, 2022. It is expressly agreed and understood that BCPS and the Sheriff will not be bound hereby beyond the foregoing term, however the Parties hereto may extend this Agreement by mutual consent for future, one-year terms.

### **ARTICLE II**

#### **Rights and Duties of the Sheriff**

The Sheriff will provide a school resource officer ("SRO") and SRO services as follows:

##### **(A) Training**



The SRO will be a sworn law enforcement officer. The Sheriff shall certify in writing that the SRO has complied with the training requirements imposed by KRS 158.4414 and related Kentucky Administrative Regulations, which require at least 40 hours of in-service training each year for three years to total 120 hours. The in-service training must be certified or recognized by the Kentucky Law Enforcement Council for school resource officers. Failure to satisfy the training requirements could lead to the SRO's removal as required by state law and termination of this agreement.

The training shall include, but not be limited to:

- i. foundations of school-based law enforcement;
- ii. threat assessment and response;
- iii. youth drug use and abuse;
- iv. social media and cyber security;
- v. school resource officers as teachers and mentors;
- vi. youth mental health awareness;
- vii. diversity and bias awareness training;
- viii. trauma-informed action;
- ix. understanding students with special needs; and
- x. de-escalation strategies.

#### Appointment of SRO

(1) It is mutually agreed and understood that the Chief/Sheriff will appoint Deputy/Officer George Thurman to serve as the initial SRO at BAC. Deputy/Officer Thurman's initial appointment and assignment is a material condition of this Agreement. After consultation with and approval of the Superintendent/Designee of BCPS, the Sheriff will ensure that the designated SRO is qualified to serve as an SRO and submit documents sufficient to demonstrate his/her qualifications.

(2) The SRO will report directly to the Sheriff, who, as the SRO's employer and supervisor, will work with the Superintendent/Designee of BCPS in providing for the rendition of SRO services as outlined herein.

(3) The SRO will provide services at BAC pursuant to a schedule to be determined in conjunction with the Principal and the Superintendent of BCPS, equivalent to an eight (8) hour work day.

(B) Duties of School Resource Officer

(1) Instructional responsibilities/duties of SRO

The SRO will work in conjunction with Principal and certified instructors to assist in the delivery of instruction in a variety of subject areas, including but not limited to, police and their role in society; laws; juvenile and adult criminal justice systems; career opportunities in law enforcement; drug education; gang resistance education and training; teens, crime and community; conflict resolution; and other classes as permitted by scheduling and as determined to be appropriate by respective principals and school staffs. It is agreed and understood that the SRO will perform services on a "guest lecturer" basis consistent with regulations promulgated by the Kentucky Board of Education and the Educational Professional Standards Board and will do so in conjunction with and under the direction of appropriately certified teaching personnel, or will provide such services on a co-curricular or extracurricular basis as scheduling permits.

(2) Additional Duties and Responsibilities of the SRO

(a) The SRO will coordinate his or her instructional activities with the Principal and certified staff members so as to allow for the orderly educational process within the respective schools served.

(b) Except in an extreme emergency, the SRO will not be called away from BAC by the Sheriff or his designee to handle incidents off campus. BCPS will not be responsible for paying the SRO for his/her time in responding to extreme emergency unrelated to his/her school assignment.

(c) The SRO will not be responsible for handling minor, non-priority incidents typically handled by other deputies/officers. These incidents include, but are not limited to, collisions, parking lot details, traffic or fire lane violations, etc.

(d) Consistent with applicable law, including privacy laws, the SRO may exchange information about suspects, incidents, and potential problems with other law enforcement agencies.

(e) The SRO will attend and complete any training required by local, state or federal law. The SRO will develop expertise in presenting various subjects to the students. Such subjects will include basic understanding of the laws, the role of the police officer and the police mission.

(f) The SRO will encourage individual and small group discussions with students based upon material presented in class to further establish rapport with students.

(g) The SRO will make himself/herself available for conferences with students, parents, and faculty members to assist them with problems of law enforcement or of a crime prevention nature.

(h) The SRO will assist the Principal in developing plans and strategies to prevent and/or minimize dangerous situations that may result from student unrest.

(i) Should it become necessary to conduct formal police interviews with students, the SRO will adhere to Board Policy, Law Enforcement Policy, Kentucky Revised Statutes, and other legal requirements regarding such interviews.

(j) The SRO may, by way of the exercise of his/her discretion as a sworn police officer, take law enforcement action as required. As soon as practical, the SRO will, verbally or in writing, make the Principal of the school aware of such action. At the Principal's request, the SRO will take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and related school functions, to the extent that the SRO may do so under the authority of law.

(k) The SRO will give assistance to the law enforcement officers in matters regarding his/her school assignment, whenever necessary.

(l) The SRO will, whenever possible, participate in and/or attend school functions.

(m) The SRO will not act as a school disciplinarian, as disciplining students is a school responsibility. It is agreed and understood that the principal and appropriate school staff will be responsible for investigating and determining, at their discretion, whether a student has violated school and/or board disciplinary codes or standards and the



appropriate administrative action to take. However, this will not be construed to prevent the SRO from sharing information with school administration/staff, which may aid in the determination of whether a disciplinary offense occurred. Upon assignment, the SRO will be provided with copies of Board disciplinary policies and codes and the discipline codes of each school. The SRO will become familiar with district/school disciplinary codes and standards and will meet at least annually with the Superintendent (or his designee) and each principal for the purpose of reviewing applicable disciplinary standards.

(n) The Principal, school administration, or staff may advise the SRO of incidents or activities possibly giving rise to criminal or juvenile violations and the SRO will then determine whether law enforcement action is appropriate with respect to those activities occurring on school property or at school sponsored functions, which a principal is directed to report to the "appropriate law enforcement agency" under KRS 158.154 ("assault resulting in serious physical injury, a sexual offense, kidnapping, assault involving the use of a weapon, possession of a firearm in violation of the law, possession of a controlled substance in violation of the law, or damage to the property"), and those activities which an administrator, teacher, or other school employee is directed to report to the "local police department, sheriff, or Kentucky State police," under KRS 158.155 (such activities consisting of conduct occurring on school premises or school sponsored events which is believed to constitute a misdemeanor or violation or offense relating to deadly weapons, use, possession, or sale of controlled substances, or a felony offense), it is agreed and understood that the SRO, as an employee of the Sheriff, is authorized to receive and appropriately act on any of such foregoing reports and the aforementioned school personnel may satisfy such reporting requirements by advising the SRO of activities believed to fall within the foregoing statutory directives.

(o) The SRO is not to be used for regularly assigned lunchroom duties, as hall monitors, or other monitoring duties. However, the SRO is expected to demonstrate a presence in BAC and be available and accessible. If there is a problem in such areas, the SRO may assist the school until the problem is resolved.

(p) Consistent KRS 61.926, 527.020 and 527.070, as applicable, it is understood the SRO shall be armed with a firearm.

### (3) Collaboration with Principal

At a minimum, before the start of every semester, the Principal and the SRO will meet to discuss and define the role of the SRO. It is essential that both parties distinguish between disciplinary conduct, which should be handled by school employees, and illegal conduct, which may, in the SRO discretion, be handled as a law enforcement matter. While it may be necessary for an SRO to get involved in an incident, it does not mean criminal charges (or a ticket) must be pursued.

### **ARTICLE III**

#### **Rights and Duties of BCPS**

BCPS will provide the full-time SRO the following materials and facilities deemed necessary to the performance of the SRO's duties and the office facilities as outlined below to be provided:

- Computer access and district email for communication with school staff; and,
- Key fob for entry into assigned building(s)

Space permitting, the Principal may designate office space for use of the SRO. Office space is not a material condition of this agreement. Should an office be provided, the SRO will not store firearms, weapons or ammunition in the office.

### **ARTICLE IV**

#### **Financial Responsibility of the School Resource Officer program**

The District will pay to the Sheriff forty dollars \$40.00 per hour for one SRO to be assigned to the School, with a maximum annual payment of sixty thousand dollars (\$60,000).

The Sheriff will submit a notarized BCPS Time Sheet to the school representative, then to the BCPS Safe Schools Director with days itemized for reimbursement by the 3<sup>rd</sup> of each month for the prior month. The District will not be responsible for any benefits of the SRO, any overtime, holiday pay, or fuel and equipment costs. BCPS's only financial responsibility for the services of the SRO are for the hourly fee stated above.

In the event of the cessation or suspension of in-person instruction due to COVID-19 or any related health emergency wherein BCPS continues to conduct student instruction via NTI or similar remote technology, the SRO shall continue to report, be available and provide services to the School utilizing the assigned School as his/her base of operations, and the Sheriff shall invoice for reimbursement (with accompanying notarized BCPS Time Sheets), and BCPS shall make payment, for each day in-person instruction is ceased or suspended under the



circumstances set forth above. Should the SRO not be available to report or provide services to the School on any day under the above circumstances, then the Sheriff shall not invoice, and BCPS shall not make payment, for that day. Should the School not provide instruction via NTI or similar remote technology on any day during such cessation or suspension, then the SRO shall not report, and the Sheriff shall not invoice, and BCPS shall not make payment, for that day.

## **ARTICLE V**

### **Employment status of the School Resource Officer**

The SRO will remain an employee of the Sheriff and will not be an employee or agent of BCPS or the School. BCPS and the Sheriff acknowledge that the SRO will remain responsive to the chain of command of the Sheriff.

## **ARTICLE VI**

### **Dismissal of School Resource Officer: Replacement**

(A) At any time, the Superintendent, in his/her discretion and after discussion with the Sheriff, may request that the designated SRO be reassigned or removed from the school. BCPS and the Sheriff will then collaborate to find a mutually agreeable replacement.

(B) The Sheriff may dismiss or reassign an SRO based upon Sheriff Rules, Regulations, and/or General Orders and when it is in the best interest of the people of Bullitt County.

(C) However, if a mutually agreeable replacement (as referenced in Article II) cannot be found within twenty (20) business days of dismissal or removal this Agreement will be void.

## **ARTICLE VII**

### **Termination of Agreement**

In addition to termination in writing thirty (30) days prior to expiration of the annual term hereof as provided in Article I, above, this Agreement may be terminated by either party upon ninety (90) days written notice that any party has failed to substantially perform in accordance with the terms and conditions of this Agreement. Upon notice, BCPS will have forty-five (45) days during which to submit payment without further prejudice, and without being considered to have defaulted. This Agreement may also be terminated without cause by the Sheriff upon one hundred (100) days written notice. BCPS may terminate this Agreement anytime, with or without cause, in its discretion.



## **ARTICLE VIII**

### **Notices**

Any and all notices or any other communication herein required or permitted will be deemed to have been given when deposited in the United States Postal Service as regular mail, postage prepaid and addressed as follows:

Jesse Bacon, EdD, Superintendent  
Bullitt County Public Schools  
1040 Highway 44 East  
Shepherdsville, KY 40165

Walt Sholar, Sheriff  
Bullitt County Sheriff's Office.  
300 S.Buckman Street, Shepherdsville, KY 40165

## **ARTICLE IX**

### **Good Faith**

The School Board, the Sheriff, their agents and employees agree to cooperate in good faith in fulfilling the terms of this Agreement. Unforeseen difficulties or questions will be resolved by negotiation between the Superintendent and the Sheriff, or their designees.

## **ARTICLE X**

### **Modification**

This document constitutes the full understanding of the parties and no terms, conditions, understandings or agreement purporting to modify or vary the terms of this document will be binding unless hereafter made in writing and signed by the parties.

## **ARTICLE XI**

### **Non-Assignment**

This Agreement, and each covenant herein, will not be capable of assignment, unless the express written consent of BCPS and the Sheriff is obtained in writing.

## **ARTICLE XII**

### **Merger**

This Agreement constitutes a final written expression of all the terms of this Agreement and is a complete and exclusive statement of those terms.

## **ARTICLE XIII**

### **Insurance/Hold Harmless Clause**

It is understood and agreed that during the term of this Agreement and any renewal hereof, the Sheriff, will purchase and maintain errors and omissions and general liability insurance at a minimum of \$2,000,000.00 per policy naming BCPS, and its officers and employees, as additional insureds and providing insurance coverage for all acts, omissions, and services performed by the SRO as described in this Agreement including insurance coverage for claims, suits, damages, fees or expenses (including cost of defense) arising out of any such acts, omissions and services. Further, the Sheriff will provide written proof of said coverage prior to execution of this Agreement and any time thereafter on request of BCPS. The insurance provided by the Sheriff will be deemed primary coverage relating to the acts of the SRO and not excess. Irrespective of said agreement and covenant, the Sheriff will indemnify and hold BCPS and any and all of its members, agents, officers, and employees in their respective individual and official capacities harmless from any and all acts, omissions, claims, damages, fees, expenses, and legal actions of any form or description arising from the performance of duties by the SRO under this contract.

## **XIV**

### **Severability**

The invalidity or unenforceability of any provisions of this Agreement will not affect the validity or enforceability of any other provision of this Agreement.

IN WITNESS WHEREOF, the parties have caused duplicate originals of this Agreement to be signed by their duly authorized officers.

## **XV**

### **Miscellaneous Terms**

- a) The SRO will be permitted a 45-minute paid lunch period. During lunch, the SRO will be subject to emergency calls for incidents which occur at the School.
- b) The SRO will use the Sheriff vehicles and carry a cellular phone or radio that will allow contact by BCPS and School leadership.
- c) Nothing in this agreement will limit or eliminate the need to utilize the 9-1-1 reporting system, or the use of local police officers or the Sheriff.
- d) The designated SRO and the Sheriff will adhere to all local, state and federal privacy regulations, including but not limited to, FERPA and HIPAA.
- e) The SRO and the Sheriff will comply with all local, state and federal firearm or gun regulations relating to the services provided pursuant to this Agreement.
- f) The SRO and the Sheriff shall familiarize themselves with the *QuickAccess* software available through BCPS and the School and shall utilize that software in the performance of duties.

## XVI

### Mediation

In the event that the parties to this Agreement dispute the terms, application of the terms of this Agreement, or performance hereunder, the parties hereto agree, as a condition precedent to filing or pursuing any legal remedy, to participate in good faith in a half day of non-binding mediation, assisted by a trained neutral mediator.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]



IN TESTIMONY WHEREOF, the Parties have hereunto subscribed the signatures of their authorized representatives the day and year herein indicated:

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Deborah Atherton, Chair, Board of Education  
Bullitt County Public Schools

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Date

---

Jesse Bacon, Superintendent  
Bullitt County Public Schools

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Date

---

Walt Sholar, Sheriff  
Bullitt County Sheriff's Office

---

Date

## **SCHOOL RESOURCE OFFICER AGREEMENT**

THIS AGREEMENT, made and entered into this 26th day of July, 2021, by and between the Bullitt County Public Schools (hereinafter "BCPS"), of 1040 Highway 44E, Shepherdsville, KY 40165 and the Mount Washington Police Department (hereinafter "the Department"), of 180 Landis Lane, Mount Washington, KY 40047 (Bullitt County) for the purpose of establishing and maintaining the terms under which the Department will provide BCPS with the services of a School Resource Officer (SRO) at Bullitt East High School (hereinafter "BEHS").

### **WITNESSETH:**

WHEREAS, KRS 158.4414, authorizes the provision of school resource officer services by means of a contract to be entered into by local school districts with appropriate law enforcement agencies;

WHEREAS, BCPS is a body politic and corporate pursuant to KRS 160.160, with legal authority to enter into contracts;

WHEREAS, it is the intent and desire of the Department and BCPS to provide for the services of an SRO at BEHS as set forth herein and as authorized pursuant to KRS 158.4414;

NOW, THEREFORE, in consideration of the foregoing and the mutual agreements as set forth herein below, IT IS HEREBY AGREED by and between BCPS and the Department as follows:

### **ARTICLE I**

It is the intent and provision of this Agreement to provide for the services of an SRO with such services to be rendered at such Board school sites as more fully described herein for a term commencing on July 26, 2021 and expiring on June 30, 2022. It is expressly agreed and understood that BCPS and the Department will not be bound hereby beyond the foregoing term, however the Parties hereto may extend this Agreement by mutual consent for future, one-year terms.

### **ARTICLE II**

#### **Rights and Duties of the Department**

The Department will provide a school resource officer ("SRO") and SRO services as follows:

(A) Training

The SRO will be a sworn law enforcement officer. The Department shall certify in writing that the SRO has complied with the training requirements imposed by KRS 158.4414 and related Kentucky Administrative Regulations, which require at least 40 hours of in-service training each year for three years to total 120 hours. The in-service training must be certified or recognized by the Kentucky Law Enforcement Council for school resource officers. Failure to satisfy the training requirements could lead to the SRO's removal as required by state law and termination of this agreement. The training shall include, but not be limited to:

- i. foundations of school-based law enforcement;
- ii. threat assessment and response;
- iii. youth drug use and abuse;
- iv. social media and cyber security;
- v. school resource officers as teachers and mentors;
- vi. youth mental health awareness;
- vii. diversity and bias awareness training;
- viii. trauma-informed action;
- ix. understanding students with special needs; and
- x. de-escalation strategies.

Appointment of SRO

(1) It is mutually agreed and understood that the Chief/Department will appoint Deputy/Officer Edwin Johnson to serve as the initial SRO at BEHS. Deputy/Officer Johnson's initial appointment and assignment is a material condition of this Agreement. After consultation with and approval of the Superintendent/Designee of BCPS, the Department will ensure that the



designated SRO is qualified to serve as an SRO and submit documents sufficient to demonstrate his/her qualifications.

(2) The SRO will report directly to the Department, who, as the SRO's employer and supervisor, will work with the Superintendent/Designee of BCPS in providing for the rendition of SRO services as outlined herein.

(3) The SRO will provide services at BEHS pursuant to a schedule to be determined in conjunction with the Principal and the Superintendent of BCPS, equivalent to an eight (8) hour work day.

#### (B) Duties of School Resource Officer

##### (1) Instructional responsibilities/duties of SRO

The SRO will work in conjunction with Principal and certified instructors to assist in the delivery of instruction in a variety of subject areas, including but not limited to, police and their role in society; laws; juvenile and adult criminal justice systems; career opportunities in law enforcement; drug education; gang resistance education and training; teens, crime and community; conflict resolution; and other classes as permitted by scheduling and as determined to be appropriate by respective principals and school staffs. It is agreed and understood that the SRO will perform services on a "guest lecturer" basis consistent with regulations promulgated by the Kentucky Board of Education and the Educational Professional Standards Board and will do so in conjunction with and under the direction of appropriately certified teaching personnel, or will provide such services on a co-curricular or extracurricular basis as scheduling permits.

##### (2) Additional Duties and Responsibilities of the SRO

(a) The SRO will coordinate his or her instructional activities with the Principal and certified staff members so as to allow for the orderly educational process within the respective schools served.

(b) Except in an extreme emergency, the SRO will not be called away from BEHS by the Department or his designee to handle incidents off campus. BCPS will not be responsible for paying the SRO for his/her time in responding to extreme emergency unrelated to his/her school assignment.

(c) The SRO will not be responsible for handling minor, non-priority incidents typically handled by other deputies/officers. These incidents include, but are not limited to, collisions, parking lot details, traffic or fire lane violations, etc.

(d) Consistent with applicable law, including privacy laws, the SRO may exchange information about suspects, incidents, and potential problems with other law enforcement agencies.

(e) The SRO will attend and complete any training required by local, state or federal law. The SRO will develop expertise in presenting various subjects to the students. Such subjects will include basic understanding of the laws, the role of the police officer and the police mission.

(f) The SRO will encourage individual and small group discussions with students based upon material presented in class to further establish rapport with students.

(g) The SRO will make himself/herself available for conferences with students, parents, and faculty members to assist them with problems of law enforcement or of a crime prevention nature.

(h) The SRO will assist the Principal in developing plans and strategies to prevent and/or minimize dangerous situations that may result from student unrest.

(i) Should it become necessary to conduct formal police interviews with students, the SRO will adhere to Board Policy, Law Enforcement Policy, Kentucky Revised Statutes, and other legal requirements regarding such interviews.

(j) The SRO may, by way of the exercise of his/her discretion as a sworn police officer, take law enforcement action as required. As soon as practical, the SRO will, verbally or in writing, make the Principal of the school aware of such action. At the Principal's request, the SRO will take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and related school functions, to the extent that the SRO may do so under the authority of law.

(k) The SRO will give assistance to the law enforcement officers in matters regarding his/her school assignment, whenever necessary.

(l) The SRO will, whenever possible, participate in and/or attend school functions.



(m) The SRO will not act as a school disciplinarian, as disciplining students is a school responsibility. It is agreed and understood that the principal and appropriate school staff will be responsible for investigating and determining, at their discretion, whether a student has violated school and/or board disciplinary codes or standards and the appropriate administrative action to take. However, this will not be construed to prevent the SRO from sharing information with school administration/staff, which may aid in the determination of whether a disciplinary offense occurred. Upon assignment, the SRO will be provided with copies of Board disciplinary policies and codes and the discipline codes of each school. The SRO will become familiar with district/school disciplinary codes and standards and will meet at least annually with the Superintendent (or his designee) and each principal for the purpose of reviewing applicable disciplinary standards.

(n) The Principal, school administration, or staff may advise the SRO of incidents or activities possibly giving rise to criminal or juvenile violations and the SRO will then determine whether law enforcement action is appropriate with respect to those activities occurring on school property or at school sponsored functions, which a principal is directed to report to the "appropriate law enforcement agency" under KRS 158.154 ("assault resulting in serious physical injury, a sexual offense, kidnapping, assault involving the use of a weapon, possession of a firearm in violation of the law, possession of a controlled substance in violation of the law, or damage to the property"), and those activities which an administrator, teacher, or other school employee is directed to report to the "local police department, Department, or Kentucky State police," under KRS 158.155 (such activities consisting of conduct occurring on school premises or school sponsored events which is believed to constitute a misdemeanor or violation or offense relating to deadly weapons, use, possession, or sale of controlled substances, or a felony offense), it is agreed and understood that the SRO, as an employee of the Department, is authorized to receive and appropriately act on any of such foregoing reports and the aforementioned school personnel may satisfy such reporting requirements by advising the SRO of activities believed to fall within the foregoing statutory directives.

(o) The SRO is not to be used for regularly assigned lunchroom duties, as hall monitors, or other monitoring duties. However, the SRO is expected to demonstrate a presence in BEHS and be available and accessible. If there is a problem in such areas, the SRO may assist the school until the problem is resolved.



(p) Consistent KRS 61.926, 527.020 and 527.070, as applicable, it is understood the SRO shall be armed with a firearm.

(3) Collaboration with Principal

At a minimum, before the start of every semester, the Principal and the SRO will meet to discuss and define the role of the SRO. It is essential that both parties distinguish between disciplinary conduct, which should be handled by school employees, and illegal conduct, which may, in the SRO discretion, be handled as a law enforcement matter. While it may be necessary for an SRO to get involved in an incident, it does not mean criminal charges (or a ticket) must be pursued.

### **ARTICLE III**

#### **Rights and Duties of BCPS**

BCPS will provide the full-time SRO the following materials and facilities deemed necessary to the performance of the SRO's duties and the office facilities as outlined below to be provided:

- Computer access and district email for communication with school staff; and,
- Key fob for entry into assigned building(s)

Space permitting, the Principal may designate office space for use of the SRO. Office space is not a material condition of this agreement. Should an office be provided, the SRO will not store firearms, weapons or ammunition in the office.

### **ARTICLE IV**

#### **Financial Responsibility of the School Resource Officer program**

The District will pay to the Department forty dollars \$40.00 per hour for one SRO to be assigned to the School, with a maximum annual payment of sixty thousand dollars (\$60,000).

The Department will submit a notarized BCPS Time Sheet to the school representative, then to the BCPS Safe Schools Director with days itemized for reimbursement by the 3<sup>rd</sup> of each month for the prior month. The District will not be responsible for any benefits of the SRO, any overtime, holiday pay, or fuel and equipment costs. BCPS's only financial responsibility for the services of the SRO are for the hourly fee stated above.

In the event of the cessation or suspension of in-person instruction due to COVID-19 or any related health emergency wherein BCPS continues to conduct student instruction via NTI or

similar remote technology, the SRO shall continue to report, be available and provide services to the School utilizing the assigned School as his/her base of operations, and the Department shall invoice for reimbursement (with accompanying notarized BCPS Time Sheets), and BCPS shall make payment, for each day in-person instruction is ceased or suspended under the circumstances set forth above. Should the SRO not be available to report or provide services to the School on any day under the above circumstances, then the Department shall not invoice, and BCPS shall not make payment, for that day. Should the School not provide instruction via NTI or similar remote technology on any day during such cessation or suspension, then the SRO shall not report, and the Department shall not invoice, and BCPS shall not make payment, for that day.

## **ARTICLE V**

### **Employment status of the School Resource Officer**

The SRO will remain an employee of the Department and will not be an employee or agent of BCPS or the School. BCPS and the Department acknowledge that the SRO will remain responsive to the chain of command of the Department.

## **ARTICLE VI**

### **Dismissal of School Resource Officer: Replacement**

(A) At any time, the Superintendent, in his/her discretion and after discussion with the Department, may request that the designated SRO be reassigned or removed from the school. BCPS and the Department will then collaborate to find a mutually agreeable replacement.

(B) The Department may dismiss or reassign an SRO based upon Department Rules, Regulations, and/or General Orders and when it is in the best interest of the people of Bullitt County.

(C) However, if a mutually agreeable replacement (as referenced in Article II) cannot be found within twenty (20) business days of dismissal or removal this Agreement will be void.

## **ARTICLE VII**

### **Termination of Agreement**

In addition to termination in writing thirty (30) days prior to expiration of the annual term hereof as provided in Article I, above, this Agreement may be terminated by either party upon ninety (90) days written notice that any party has failed to substantially perform in accordance

with the terms and conditions of this Agreement. Upon notice, BCPS will have forty-five (45) days during which to submit payment without further prejudice, and without being considered to have defaulted. This Agreement may also be terminated without cause by the Department upon one hundred (100) days written notice. BCPS may terminate this Agreement anytime, with or without cause, in its discretion.

## **ARTICLE VIII**

### **Notices**

Any and all notices or any other communication herein required or permitted will be deemed to have been given when deposited in the United States Postal Service as regular mail, postage prepaid and addressed as follows:

Jesse Bacon, EdD, Superintendent  
Bullitt County Public Schools  
1040 Highway 44 East  
Shepherdsville, KY 40165

Chief, Department  
Mount Washington Police Department.  
180 Landis Lane, Mount Washington, KY 40047

## **ARTICLE IX**

### **Good Faith**

The School Board, the Department, their agents and employees agree to cooperate in good faith in fulfilling the terms of this Agreement. Unforeseen difficulties or questions will be resolved by negotiation between the Superintendent and the Department, or their designees.

## **ARTICLE X**

### **Modification**

This document constitutes the full understanding of the parties and no terms, conditions, understandings or agreement purporting to modify or vary the terms of this document will be binding unless hereafter made in writing and signed by the parties.



## **ARTICLE XI**

### **Non-Assignment**

This Agreement, and each covenant herein, will not be capable of assignment, unless the express written consent of BCPS and the Department is obtained in writing.

## **ARTICLE XII**

### **Merger**

This Agreement constitutes a final written expression of all the terms of this Agreement and is a complete and exclusive statement of those terms.

## **ARTICLE XIII**

### **Insurance/Hold Harmless Clause**

It is understood and agreed that during the term of this Agreement and any renewal hereof, the Department, will purchase and maintain errors and omissions and general liability insurance at a minimum of \$2,000,000.00 per policy naming BCPS, and its officers and employees, as additional insureds and providing insurance coverage for all acts, omissions, and services performed by the SRO as described in this Agreement including insurance coverage for claims, suits, damages, fees or expenses (including cost of defense) arising out of any such acts, omissions and services. Further, the Department will provide written proof of said coverage prior to execution of this Agreement and any time thereafter on request of BCPS. The insurance provided by the Department will be deemed primary coverage relating to the acts of the SRO and not excess. Irrespective of said agreement and covenant, the Department will indemnify and hold BCPS and any and all of its members, agents, officers, and employees in their respective individual and official capacities harmless from any and all acts, omissions, claims, damages, fees, expenses, and legal actions of any form or description arising from the performance of duties by the SRO under this contract.

## **XIV**

### **Severability**

The invalidity or unenforceability of any provisions of this Agreement will not affect the validity or enforceability of any other provision of this Agreement.

IN WITNESS WHEREOF, the parties have caused duplicate originals of this Agreement to be signed by their duly authorized officers.

## XV

### Miscellaneous Terms

- a) The SRO will be permitted a 45-minute paid lunch period. During lunch, the SRO will be subject to emergency calls for incidents which occur at the School.
- b) The SRO will use the Department vehicles and carry a cellular phone or radio that will allow contact by BCPS and School leadership.
- c) Nothing in this agreement will limit or eliminate the need to utilize the 9-1-1 reporting system, or the use of local police officers or the Department.
- d) The designated SRO and the Department will adhere to all local, state and federal privacy regulations, including but not limited to, FERPA and HIPAA.
- e) The SRO and the Department will comply with all local, state and federal firearm or gun regulations relating to the services provided pursuant to this Agreement.
- f) The SRO and the Department shall familiarize themselves with the *QuickAccess* software available through BCPS and the School and shall utilize that software in the performance of duties.

## XVI

### Mediation

In the event that the parties to this Agreement dispute the terms, application of the terms of this Agreement, or performance hereunder, the parties hereto agree, as a condition precedent to filing or pursuing any legal remedy, to participate in good faith in a half day of non-binding mediation, assisted by a trained neutral mediator.

**[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]**

IN TESTIMONY WHEREOF, the Parties have hereunto subscribed the signatures of their authorized representatives the day and year herein indicated:

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Deborah Atherton, Chair, Board of Education  
Bullitt County Public Schools

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Date

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Jesse Bacon, Superintendent  
Bullitt County Public Schools

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Date

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Chief, Department  
Mount Washington Police Department

---

Date



## **SCHOOL RESOURCE OFFICER AGREEMENT**

THIS AGREEMENT, made and entered into this 26th day of July, 2021, by and between the Bullitt County Public Schools (hereinafter "BCPS"), of 1040 Highway 44E, Shepherdsville, KY 40165 and the Hillview Police Department (hereinafter "the Department"), of 283 Crestwood Rd., Louisville, KY 40229 (Bullitt County) for the purpose of establishing and maintaining the terms under which the Department will provide BCPS with the services of a School Resource Officer (SRO) at Zoneton Middle School, Overdale Elementary School and Brooks Elementary School (hereinafter "ZMS, OES & BES").

### **WITNESSETH:**

WHEREAS, KRS 158.4414, authorizes the provision of school resource officer services by means of a contract to be entered into by local school districts with appropriate law enforcement agencies;

WHEREAS, BCPS is a body politic and corporate pursuant to KRS 160.160, with legal authority to enter into contracts;

WHEREAS, it is the intent and desire of the Department and BCPS to provide for the services of an SRO at ZMS, OES & BES as set forth herein and as authorized pursuant to KRS 158.4414;

NOW, THEREFORE, in consideration of the foregoing and the mutual agreements as set forth herein below, IT IS HEREBY AGREED by and between BCPS and the Department as follows:

### **ARTICLE I**

It is the intent and provision of this Agreement to provide for the services of an SRO with such services to be rendered at such Board school sites as more fully described herein for a term commencing on July 26, 2021 and expiring on June 30, 2022. It is expressly agreed and understood that BCPS and the Department will not be bound hereby beyond the foregoing term, however the Parties hereto may extend this Agreement by mutual consent for future, one-year terms.

### **ARTICLE II**

#### **Rights and Duties of the Department**

The Department will provide a school resource officer ("SRO") and SRO services as follows:

(A) Training

The SRO will be a sworn law enforcement officer. The Department shall certify in writing that the SRO has complied with the training requirements imposed by KRS 158.4414 and related Kentucky Administrative Regulations, which require at least 40 hours of in-service training each year for three years to total 120 hours. The in-service training must be certified or recognized by the Kentucky Law Enforcement Council for school resource officers. Failure to satisfy the training requirements could lead to the SRO's removal as required by state law and termination of this agreement. The training shall include, but not be limited to:

- i. foundations of school-based law enforcement;
- ii. threat assessment and response;
- iii. youth drug use and abuse;
- iv. social media and cyber security;
- v. school resource officers as teachers and mentors;
- vi. youth mental health awareness;
- vii. diversity and bias awareness training;
- viii. trauma-informed action;
- ix. understanding students with special needs; and
- x. de-escalation strategies.

Appointment of SRO

(1) It is mutually agreed and understood that the Chief/Department will appoint Deputy/Officer Larry Priddy to serve as the initial SRO at ZMS, OES & BES. Deputy/Officer Johnson's initial appointment and assignment is a material condition of this Agreement. After consultation with and approval of the Superintendent/Designee of BCPS, the Department will

ensure that the designated SRO is qualified to serve as an SRO and submit documents sufficient to demonstrate his/her qualifications.

(2) The SRO will report directly to the Department, who, as the SRO's employer and supervisor, will work with the Superintendent/Designee of BCPS in providing for the rendition of SRO services as outlined herein.

(3) The SRO will provide services at ZMS, OES & BES pursuant to a schedule to be determined in conjunction with the Principal and the Superintendent of BCPS, equivalent to an eight (8) hour work day.

(B) Duties of School Resource Officer

(1) Instructional responsibilities/duties of SRO

The SRO will work in conjunction with Principal and certified instructors to assist in the delivery of instruction in a variety of subject areas, including but not limited to, police and their role in society; laws; juvenile and adult criminal justice systems; career opportunities in law enforcement; drug education; gang resistance education and training; teens, crime and community; conflict resolution; and other classes as permitted by scheduling and as determined to be appropriate by respective principals and school staffs. It is agreed and understood that the SRO will perform services on a "guest lecturer" basis consistent with regulations promulgated by the Kentucky Board of Education and the Educational Professional Standards Board and will do so in conjunction with and under the direction of appropriately certified teaching personnel, or will provide such services on a co-curricular or extracurricular basis as scheduling permits.

(2) Additional Duties and Responsibilities of the SRO

(a) The SRO will coordinate his or her instructional activities with the Principal and certified staff members so as to allow for the orderly educational process within the respective schools served.

(b) Except in an extreme emergency, the SRO will not be called away from ZMS, OES & BES by the Department or his designee to handle incidents off campus. BCPS will not be responsible for paying the SRO for his/her time in responding to extreme emergency unrelated to his/her school assignment.



(c) The SRO will not be responsible for handling minor, non-priority incidents typically handled by other deputies/officers. These incidents include, but are not limited to, collisions, parking lot details, traffic or fire lane violations, etc.

(d) Consistent with applicable law, including privacy laws, the SRO may exchange information about suspects, incidents, and potential problems with other law enforcement agencies.

(e) The SRO will attend and complete any training required by local, state or federal law. The SRO will develop expertise in presenting various subjects to the students. Such subjects will include basic understanding of the laws, the role of the police officer and the police mission.

(f) The SRO will encourage individual and small group discussions with students based upon material presented in class to further establish rapport with students.

(g) The SRO will make himself/herself available for conferences with students, parents, and faculty members to assist them with problems of law enforcement or of a crime prevention nature.

(h) The SRO will assist the Principal in developing plans and strategies to prevent and/or minimize dangerous situations that may result from student unrest.

(i) Should it become necessary to conduct formal police interviews with students, the SRO will adhere to Board Policy, Law Enforcement Policy, Kentucky Revised Statutes, and other legal requirements regarding such interviews.

(j) The SRO may, by way of the exercise of his/her discretion as a sworn police officer, take law enforcement action as required. As soon as practical, the SRO will, verbally or in writing, make the Principal of the school aware of such action. At the Principal's request, the SRO will take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and related school functions, to the extent that the SRO may do so under the authority of law.

(k) The SRO will give assistance to the law enforcement officers in matters regarding his/her school assignment, whenever necessary.

(l) The SRO will, whenever possible, participate in and/or attend school functions.

(m) The SRO will not act as a school disciplinarian, as disciplining students is a school responsibility. It is agreed and understood that the principal and appropriate school staff will be responsible for investigating and determining, at their discretion, whether a student has violated school and/or board disciplinary codes or standards and the appropriate administrative action to take. However, this will not be construed to prevent the SRO from sharing information with school administration/staff, which may aid in the determination of whether a disciplinary offense occurred. Upon assignment, the SRO will be provided with copies of Board disciplinary policies and codes and the discipline codes of each school. The SRO will become familiar with district/school disciplinary codes and standards and will meet at least annually with the Superintendent (or his designee) and each principal for the purpose of reviewing applicable disciplinary standards.

(n) The Principal, school administration, or staff may advise the SRO of incidents or activities possibly giving rise to criminal or juvenile violations and the SRO will then determine whether law enforcement action is appropriate with respect to those activities occurring on school property or at school sponsored functions, which a principal is directed to report to the "appropriate law enforcement agency" under KRS 158.154 ("assault resulting in serious physical injury, a sexual offense, kidnapping, assault involving the use of a weapon, possession of a firearm in violation of the law, possession of a controlled substance in violation of the law, or damage to the property"), and those activities which an administrator, teacher, or other school employee is directed to report to the "local police department, Department, or Kentucky State police," under KRS 158.155 (such activities consisting of conduct occurring on school premises or school sponsored events which is believed to constitute a misdemeanor or violation or offense relating to deadly weapons, use, possession, or sale of controlled substances, or a felony offense), it is agreed and understood that the SRO, as an employee of the Department, is authorized to receive and appropriately act on any of such foregoing reports and the aforementioned school personnel may satisfy such reporting requirements by advising the SRO of activities believed to fall within the foregoing statutory directives.

(o) The SRO is not to be used for regularly assigned lunchroom duties, as hall monitors, or other monitoring duties. However, the SRO is expected to demonstrate a presence in ZMS, OES & BES and be available and accessible. If there is a problem in such areas, the SRO may assist the school until the problem is resolved.



(p) Consistent KRS 61.926, 527.020 and 527.070, as applicable, it is understood the SRO shall be armed with a firearm.

(3) Collaboration with Principal

At a minimum, before the start of every semester, the Principal and the SRO will meet to discuss and define the role of the SRO. It is essential that both parties distinguish between disciplinary conduct, which should be handled by school employees, and illegal conduct, which may, in the SRO discretion, be handled as a law enforcement matter. While it may be necessary for an SRO to get involved in an incident, it does not mean criminal charges (or a ticket) must be pursued.

**ARTICLE III**

**Rights and Duties of BCPS**

BCPS will provide the full-time SRO the following materials and facilities deemed necessary to the performance of the SRO's duties and the office facilities as outlined below to be provided:

- Computer access and district email for communication with school staff; and,
- Key fob for entry into assigned building(s)

Space permitting, the Principal may designate office space for use of the SRO. Office space is not a material condition of this agreement. Should an office be provided, the SRO will not store firearms, weapons or ammunition in the office.

**ARTICLE IV**

**Financial Responsibility of the School Resource Officer program**

The District will pay to the Department forty dollars \$40.00 per hour for one SRO to be assigned to the School, with a maximum annual payment of sixty thousand dollars (\$60,000).

The Department will submit a notarized BCPS Time Sheet to the school representative, then to the BCPS Safe Schools Director with days itemized for reimbursement by the 3<sup>rd</sup> of each month for the prior month. The District will not be responsible for any benefits of the SRO, any overtime, holiday pay, or fuel and equipment costs. BCPS's only financial responsibility for the services of the SRO are for the hourly fee stated above.

In the event of the cessation or suspension of in-person instruction due to COVID-19 or any related health emergency wherein BCPS continues to conduct student instruction via NTI or



similar remote technology, the SRO shall continue to report, be available and provide services to the School utilizing the assigned School as his/her base of operations, and the Department shall invoice for reimbursement (with accompanying notarized BCPS Time Sheets), and BCPS shall make payment, for each day in-person instruction is ceased or suspended under the circumstances set forth above. Should the SRO not be available to report or provide services to the School on any day under the above circumstances, then the Department shall not invoice, and BCPS shall not make payment, for that day. Should the School not provide instruction via NTI or similar remote technology on any day during such cessation or suspension, then the SRO shall not report, and the Department shall not invoice, and BCPS shall not make payment, for that day.

## **ARTICLE V**

### **Employment status of the School Resource Officer**

The SRO will remain an employee of the Department and will not be an employee or agent of BCPS or the School. BCPS and the Department acknowledge that the SRO will remain responsive to the chain of command of the Department.

## **ARTICLE VI**

### **Dismissal of School Resource Officer: Replacement**

(A) At any time, the Superintendent, in his/her discretion and after discussion with the Department, may request that the designated SRO be reassigned or removed from the school. BCPS and the Department will then collaborate to find a mutually agreeable replacement.

(B) The Department may dismiss or reassign an SRO based upon Department Rules, Regulations, and/or General Orders and when it is in the best interest of the people of Bullitt County.

(C) However, if a mutually agreeable replacement (as referenced in Article II) cannot be found within twenty (20) business days of dismissal or removal this Agreement will be void.

## **ARTICLE VII**

### **Termination of Agreement**

In addition to termination in writing thirty (30) days prior to expiration of the annual term hereof as provided in Article I, above, this Agreement may be terminated by either party upon ninety (90) days written notice that any party has failed to substantially perform in accordance

with the terms and conditions of this Agreement. Upon notice, BCPS will have forty-five (45) days during which to submit payment without further prejudice, and without being considered to have defaulted. This Agreement may also be terminated without cause by the Department upon one hundred (100) days written notice. BCPS may terminate this Agreement anytime, with or without cause, in its discretion.

## **ARTICLE VIII**

### **Notices**

Any and all notices or any other communication herein required or permitted will be deemed to have been given when deposited in the United States Postal Service as regular mail, postage prepaid and addressed as follows:

Jesse Bacon, EdD, Superintendent  
Bullitt County Public Schools  
1040 Highway 44 East  
Shepherdsville, KY 40165

Bill Mahoney, Chief  
Hillview Police Department.  
283 Crestwood Rd., Louisville, KY 40229

## **ARTICLE IX**

### **Good Faith**

The School Board, the Department, their agents and employees agree to cooperate in good faith in fulfilling the terms of this Agreement. Unforeseen difficulties or questions will be resolved by negotiation between the Superintendent and the Department, or their designees.

## **ARTICLE X**

### **Modification**

This document constitutes the full understanding of the parties and no terms, conditions, understandings or agreement purporting to modify or vary the terms of this document will be binding unless hereafter made in writing and signed by the parties.

## **ARTICLE XI**

### **Non-Assignment**

This Agreement, and each covenant herein, will not be capable of assignment, unless the express written consent of BCPS and the Department is obtained in writing.

## **ARTICLE XII**

### **Merger**

This Agreement constitutes a final written expression of all the terms of this Agreement and is a complete and exclusive statement of those terms.

## **ARTICLE XIII**

### **Insurance/Hold Harmless Clause**

It is understood and agreed that during the term of this Agreement and any renewal hereof, the Department, will purchase and maintain errors and omissions and general liability insurance at a minimum of \$2,000,000.00 per policy naming BCPS, and its officers and employees, as additional insureds and providing insurance coverage for all acts, omissions, and services performed by the SRO as described in this Agreement including insurance coverage for claims, suits, damages, fees or expenses (including cost of defense) arising out of any such acts, omissions and services. Further, the Department will provide written proof of said coverage prior to execution of this Agreement and any time thereafter on request of BCPS. The insurance provided by the Department will be deemed primary coverage relating to the acts of the SRO and not excess. Irrespective of said agreement and covenant, the Department will indemnify and hold BCPS and any and all of its members, agents, officers, and employees in their respective individual and official capacities harmless from any and all acts, omissions, claims, damages, fees, expenses, and legal actions of any form or description arising from the performance of duties by the SRO under this contract.

## **XIV**

### **Severability**

The invalidity or unenforceability of any provisions of this Agreement will not affect the validity or enforceability of any other provision of this Agreement.



IN WITNESS WHEREOF, the parties have caused duplicate originals of this Agreement to be signed by their duly authorized officers.

## XV

### Miscellaneous Terms

- a) The SRO will be permitted a 45-minute paid lunch period. During lunch, the SRO will be subject to emergency calls for incidents which occur at the School.
- b) The SRO will use the Department vehicles and carry a cellular phone or radio that will allow contact by BCPS and School leadership.
- c) Nothing in this agreement will limit or eliminate the need to utilize the 9-1-1 reporting system, or the use of local police officers or the Department.
- d) The designated SRO and the Department will adhere to all local, state and federal privacy regulations, including but not limited to, FERPA and HIPAA.
- e) The SRO and the Department will comply with all local, state and federal firearm or gun regulations relating to the services provided pursuant to this Agreement.
- f) The SRO and the Department shall familiarize themselves with the *QuickAccess* software available through BCPS and the School and shall utilize that software in the performance of duties.

## XVI

### Mediation

In the event that the parties to this Agreement dispute the terms, application of the terms of this Agreement, or performance hereunder, the parties hereto agree, as a condition precedent to filing or pursuing any legal remedy, to participate in good faith in a half day of non-binding mediation, assisted by a trained neutral mediator.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN TESTIMONY WHEREOF, the Parties have hereunto subscribed the signatures of their authorized representatives the day and year herein indicated:

---

Deborah Atherton, Chair, Board of Education  
Bullitt County Public Schools

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Date

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Jesse Bacon, Superintendent  
Bullitt County Public Schools

---

Date

---

Bill Mahoney, Chief  
Hillview Police Department

---

Date

## **SCHOOL RESOURCE OFFICER AGREEMENT**

THIS AGREEMENT, made and entered into this 26th day of July, 2021, by and between the Bullitt County Public Schools (hereinafter "BCPS"), of 1040 Highway 44E, Shepherdsville, KY 40165 and the Shepherdsville Police Department (hereinafter "the Department"), of 634 Conestoga Pkwy, Shepherdsville, KY 40165 (Bullitt County) for the purpose of establishing and maintaining the terms under which the Department will provide BCPS with the services of a School Resource Officer (SRO) at Bullitt Central High School (hereinafter "BCHS").

### **WITNESSETH:**

WHEREAS, KRS 158.4414, authorizes the provision of school resource officer services by means of a contract to be entered into by local school districts with appropriate law enforcement agencies;

WHEREAS, BCPS is a body politic and corporate pursuant to KRS 160.160, with legal authority to enter into contracts;

WHEREAS, it is the intent and desire of the Department and BCPS to provide for the services of an SRO at BCHS as set forth herein and as authorized pursuant to KRS 158.4414;

NOW, THEREFORE, in consideration of the foregoing and the mutual agreements as set forth herein below, IT IS HEREBY AGREED by and between BCPS and the Department as follows:

### **ARTICLE I**

It is the intent and provision of this Agreement to provide for the services of an SRO with such services to be rendered at such Board school sites as more fully described herein for a term commencing on July 26, 2021 and expiring on June 30, 2022. It is expressly agreed and understood that BCPS and the Department will not be bound hereby beyond the foregoing term, however the Parties hereto may extend this Agreement by mutual consent for future, one-year terms.

### **ARTICLE II**

#### **Rights and Duties of the Department**



The Department will provide a school resource officer ("SRO") and SRO services as follows:

(A) Training

The SRO will be a sworn law enforcement officer. The Department shall certify in writing that the SRO has complied with the training requirements imposed by KRS 158.4414 and related Kentucky Administrative Regulations, which require at least 40 hours of in-service training each year for three years to total 120 hours. The in-service training must be certified or recognized by the Kentucky Law Enforcement Council for school resource officers. Failure to satisfy the training requirements could lead to the SRO's removal as required by state law and termination of this agreement. The training shall include, but not be limited to:

- i. foundations of school-based law enforcement;
- ii. threat assessment and response;
- iii. youth drug use and abuse;
- iv. social media and cyber security;
- v. school resource officers as teachers and mentors;
- vi. youth mental health awareness;
- vii. diversity and bias awareness training;
- viii. trauma-informed action;
- ix. understanding students with special needs; and
- x. de-escalation strategies.

Appointment of SRO

(1) It is mutually agreed and understood that the Chief/Department will appoint Deputy/Officer Jeffrey Eberenz to serve as the initial SRO at BCHS. Deputy/Officer Eberenz' initial appointment and assignment is a material condition of this Agreement. After consultation with and approval of the Superintendent/Designee of BCPS, the Department will ensure that the

designated SRO is qualified to serve as an SRO and submit documents sufficient to demonstrate his/her qualifications.

(2) The SRO will report directly to the Department, who, as the SRO's employer and supervisor, will work with the Superintendent/Designee of BCPS in providing for the rendition of SRO services as outlined herein.

(3) The SRO will provide services at BCHS pursuant to a schedule to be determined in conjunction with the Principal and the Superintendent of BCPS, equivalent to an eight (8) hour work day.

#### (B) Duties of School Resource Officer

##### (1) Instructional responsibilities/duties of SRO

The SRO will work in conjunction with Principal and certified instructors to assist in the delivery of instruction in a variety of subject areas, including but not limited to, police and their role in society; laws; juvenile and adult criminal justice systems; career opportunities in law enforcement; drug education; gang resistance education and training; teens, crime and community; conflict resolution; and other classes as permitted by scheduling and as determined to be appropriate by respective principals and school staffs. It is agreed and understood that the SRO will perform services on a "guest lecturer" basis consistent with regulations promulgated by the Kentucky Board of Education and the Educational Professional Standards Board and will do so in conjunction with and under the direction of appropriately certified teaching personnel, or will provide such services on a co-curricular or extracurricular basis as scheduling permits.

##### (2) Additional Duties and Responsibilities of the SRO

(a) The SRO will coordinate his or her instructional activities with the Principal and certified staff members so as to allow for the orderly educational process within the respective schools served.

(b) Except in an extreme emergency, the SRO will not be called away from BCHS by the Department or his designee to handle incidents off campus. BCPS will not be responsible for paying the SRO for his/her time in responding to extreme emergency unrelated to his/her school assignment.

(c) The SRO will not be responsible for handling minor, non-priority incidents typically handled by other deputies/officers. These incidents include, but are not limited to, collisions, parking lot details, traffic or fire lane violations, etc.

(d) Consistent with applicable law, including privacy laws, the SRO may exchange information about suspects, incidents, and potential problems with other law enforcement agencies.

(e) The SRO will attend and complete any training required by local, state or federal law. The SRO will develop expertise in presenting various subjects to the students. Such subjects will include basic understanding of the laws, the role of the police officer and the police mission.

(f) The SRO will encourage individual and small group discussions with students based upon material presented in class to further establish rapport with students.

(g) The SRO will make himself/herself available for conferences with students, parents, and faculty members to assist them with problems of law enforcement or of a crime prevention nature.

(h) The SRO will assist the Principal in developing plans and strategies to prevent and/or minimize dangerous situations that may result from student unrest.

(i) Should it become necessary to conduct formal police interviews with students, the SRO will adhere to Board Policy, Law Enforcement Policy, Kentucky Revised Statutes, and other legal requirements regarding such interviews.

(j) The SRO may, by way of the exercise of his/her discretion as a sworn police officer, take law enforcement action as required. As soon as practical, the SRO will, verbally or in writing, make the Principal of the school aware of such action. At the Principal's request, the SRO will take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and related school functions, to the extent that the SRO may do so under the authority of law.

(k) The SRO will give assistance to the law enforcement officers in matters regarding his/her school assignment, whenever necessary.

(l) The SRO will, whenever possible, participate in and/or attend school functions.



(m) The SRO will not act as a school disciplinarian, as disciplining students is a school responsibility. It is agreed and understood that the principal and appropriate school staff will be responsible for investigating and determining, at their discretion, whether a student has violated school and/or board disciplinary codes or standards and the appropriate administrative action to take. However, this will not be construed to prevent the SRO from sharing information with school administration/staff, which may aid in the determination of whether a disciplinary offense occurred. Upon assignment, the SRO will be provided with copies of Board disciplinary policies and codes and the discipline codes of each school. The SRO will become familiar with district/school disciplinary codes and standards and will meet at least annually with the Superintendent (or his designee) and each principal for the purpose of reviewing applicable disciplinary standards.

(n) The Principal, school administration, or staff may advise the SRO of incidents or activities possibly giving rise to criminal or juvenile violations and the SRO will then determine whether law enforcement action is appropriate with respect to those activities occurring on school property or at school sponsored functions, which a principal is directed to report to the "appropriate law enforcement agency" under KRS 158.154 ("assault resulting in serious physical injury, a sexual offense, kidnapping, assault involving the use of a weapon, possession of a firearm in violation of the law, possession of a controlled substance in violation of the law, or damage to the property"), and those activities which an administrator, teacher, or other school employee is directed to report to the "local police department, Department, or Kentucky State police," under KRS 158.155 (such activities consisting of conduct occurring on school premises or school sponsored events which is believed to constitute a misdemeanor or violation or offense relating to deadly weapons, use, possession, or sale of controlled substances, or a felony offense), it is agreed and understood that the SRO, as an employee of the Department, is authorized to receive and appropriately act on any of such foregoing reports and the aforementioned school personnel may satisfy such reporting requirements by advising the SRO of activities believed to fall within the foregoing statutory directives.

(o) The SRO is not to be used for regularly assigned lunchroom duties, as hall monitors, or other monitoring duties. However, the SRO is expected to demonstrate a presence in BCHS and be available and accessible. If there is a problem in such areas, the SRO may assist the school until the problem is resolved.

(p) Consistent KRS 61.926, 527.020 and 527.070, as applicable, it is understood the SRO shall be armed with a firearm.

(3) Collaboration with Principal

At a minimum, before the start of every semester, the Principal and the SRO will meet to discuss and define the role of the SRO. It is essential that both parties distinguish between disciplinary conduct, which should be handled by school employees, and illegal conduct, which may, in the SRO discretion, be handled as a law enforcement matter. While it may be necessary for an SRO to get involved in an incident, it does not mean criminal charges (or a ticket) must be pursued.

### **ARTICLE III**

#### **Rights and Duties of BCPS**

BCPS will provide the full-time SRO the following materials and facilities deemed necessary to the performance of the SRO's duties and the office facilities as outlined below to be provided:

- Computer access and district email for communication with school staff; and,
- Key fob for entry into assigned building(s)

Space permitting, the Principal may designate office space for use of the SRO. Office space is not a material condition of this agreement. Should an office be provided, the SRO will not store firearms, weapons or ammunition in the office.

### **ARTICLE IV**

#### **Financial Responsibility of the School Resource Officer program**

The District will pay to the Department forty dollars \$40.00 per hour for one SRO to be assigned to the School, with a maximum annual payment of sixty thousand dollars (\$60,000).

The Department will submit a notarized BCPS Time Sheet to the school representative, then to the BCPS Safe Schools Director with days itemized for reimbursement by the 3<sup>rd</sup> of each month for the prior month. The District will not be responsible for any benefits of the SRO, any overtime, holiday pay, or fuel and equipment costs. BCPS's only financial responsibility for the services of the SRO are for the hourly fee stated above.

In the event of the cessation or suspension of in-person instruction due to COVID-19 or any related health emergency wherein BCPS continues to conduct student instruction via NTI or



similar remote technology, the SRO shall continue to report, be available and provide services to the School utilizing the assigned School as his/her base of operations, and the Department shall invoice for reimbursement (with accompanying notarized BCPS Time Sheets), and BCPS shall make payment, for each day in-person instruction is ceased or suspended under the circumstances set forth above. Should the SRO not be available to report or provide services to the School on any day under the above circumstances, then the Department shall not invoice, and BCPS shall not make payment, for that day. Should the School not provide instruction via NTI or similar remote technology on any day during such cessation or suspension, then the SRO shall not report, and the Department shall not invoice, and BCPS shall not make payment, for that day.

## **ARTICLE V**

### **Employment status of the School Resource Officer**

The SRO will remain an employee of the Department and will not be an employee or agent of BCPS or the School. BCPS and the Department acknowledge that the SRO will remain responsive to the chain of command of the Department.

## **ARTICLE VI**

### **Dismissal of School Resource Officer: Replacement**

(A) At any time, the Superintendent, in his/her discretion and after discussion with the Department, may request that the designated SRO be reassigned or removed from the school. BCPS and the Department will then collaborate to find a mutually agreeable replacement.

(B) The Department may dismiss or reassign an SRO based upon Department Rules, Regulations, and/or General Orders and when it is in the best interest of the people of Bullitt County.

(C) However, if a mutually agreeable replacement (as referenced in Article II) cannot be found within twenty (20) business days of dismissal or removal this Agreement will be void.

## **ARTICLE VII**

### **Termination of Agreement**

In addition to termination in writing thirty (30) days prior to expiration of the annual term hereof as provided in Article I, above, this Agreement may be terminated by either party upon ninety (90) days written notice that any party has failed to substantially perform in accordance



with the terms and conditions of this Agreement. Upon notice, BCPS will have forty-five (45) days during which to submit payment without further prejudice, and without being considered to have defaulted. This Agreement may also be terminated without cause by the Department upon one hundred (100) days written notice. BCPS may terminate this Agreement anytime, with or without cause, in its discretion.

## **ARTICLE VIII**

### **Notices**

Any and all notices or any other communication herein required or permitted will be deemed to have been given when deposited in the United States Postal Service as regular mail, postage prepaid and addressed as follows:

Jesse Bacon, EdD, Superintendent  
Bullitt County Public Schools  
1040 Highway 44 East  
Shepherdsville, KY 40165

Rick McCubbins, Chief  
Shepherdsville Police Department.  
634 Conestoga Pkwy, Shepherdsville, KY 40165

## **ARTICLE IX**

### **Good Faith**

The School Board, the Department, their agents and employees agree to cooperate in good faith in fulfilling the terms of this Agreement. Unforeseen difficulties or questions will be resolved by negotiation between the Superintendent and the Department, or their designees.

## **ARTICLE X**

### **Modification**

This document constitutes the full understanding of the parties and no terms, conditions, understandings or agreement purporting to modify or vary the terms of this document will be binding unless hereafter made in writing and signed by the parties.

## **ARTICLE XI**

### **Non-Assignment**

This Agreement, and each covenant herein, will not be capable of assignment, unless the express written consent of BCPS and the Department is obtained in writing.

## **ARTICLE XII**

### **Merger**

This Agreement constitutes a final written expression of all the terms of this Agreement and is a complete and exclusive statement of those terms.

## **ARTICLE XIII**

### **Insurance/Hold Harmless Clause**

It is understood and agreed that during the term of this Agreement and any renewal hereof, the Department, will purchase and maintain errors and omissions and general liability insurance at a minimum of \$2,000,000.00 per policy naming BCPS, and its officers and employees, as additional insureds and providing insurance coverage for all acts, omissions, and services performed by the SRO as described in this Agreement including insurance coverage for claims, suits, damages, fees or expenses (including cost of defense) arising out of any such acts, omissions and services. Further, the Department will provide written proof of said coverage prior to execution of this Agreement and any time thereafter on request of BCPS. The insurance provided by the Department will be deemed primary coverage relating to the acts of the SRO and not excess. Irrespective of said agreement and covenant, the Department will indemnify and hold BCPS and any and all of its members, agents, officers, and employees in their respective individual and official capacities harmless from any and all acts, omissions, claims, damages, fees, expenses, and legal actions of any form or description arising from the performance of duties by the SRO under this contract.

## **XIV**

### **Severability**

The invalidity or unenforceability of any provisions of this Agreement will not affect the validity or enforceability of any other provision of this Agreement.

IN WITNESS WHEREOF, the parties have caused duplicate originals of this Agreement to be signed by their duly authorized officers.

## XV

### Miscellaneous Terms

- a) The SRO will be permitted a 45-minute paid lunch period. During lunch, the SRO will be subject to emergency calls for incidents which occur at the School.
- b) The SRO will use the Department vehicles and carry a cellular phone or radio that will allow contact by BCPS and School leadership.
- c) Nothing in this agreement will limit or eliminate the need to utilize the 9-1-1 reporting system, or the use of local police officers or the Department.
- d) The designated SRO and the Department will adhere to all local, state and federal privacy regulations, including but not limited to, FERPA and HIPAA.
- e) The SRO and the Department will comply with all local, state and federal firearm or gun regulations relating to the services provided pursuant to this Agreement.
- f) The SRO and the Department shall familiarize themselves with the *QuickAccess* software available through BCPS and the School and shall utilize that software in the performance of duties.

## XVI

### Mediation

In the event that the parties to this Agreement dispute the terms, application of the terms of this Agreement, or performance hereunder, the parties hereto agree, as a condition precedent to filing or pursuing any legal remedy, to participate in good faith in a half day of non-binding mediation, assisted by a trained neutral mediator.

**[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]**



IN TESTIMONY WHEREOF, the Parties have hereunto subscribed the signatures of their authorized representatives the day and year herein indicated:

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Deborah Atherton, Chair, Board of Education  
Bullitt County Public Schools

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Date

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Jesse Bacon, Superintendent  
Bullitt County Public Schools

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Date

---

Rick McCubbins, Chief  
Shepherdsville Police Department

---

Date

**SCHOOL RESOURCE OFFICER AGREEMENT**  
**FOR SHEPHERDSVILLE MIDDLE AND ELEMENTARY SCHOOLS**

THIS AGREEMENT, made and entered into this 22<sup>nd</sup> day of July, 2021, by and between the Bullitt County Public Schools (hereinafter "BCPS"), of 1040 Highway 44E, Shepherdsville, KY 40165 and the Shepherdsville Police Department (hereinafter "the SPD"), of Bullitt County for the purpose of establishing and maintaining the terms under which the SPD shall provide BCPS with the services of Officer David Smith to serve as a School Resource Officer (SRO) at all elementary and middle schools situated in the city of Shepherdsville, in Bullitt County, Kentucky. This includes Shepherdsville Elementary School, Cedar Grove Elementary School, Roby Elementary School and Bullitt Lick Middle School.

**WITNESSETH:**

WHEREAS, as part of HB 330 and as particularly codified in KRS 158.441, the 1998 General Assembly authorized the provision of school resource officer services by means of a contract to be entered into by local school districts with appropriate law enforcement agencies;

WHEREAS, BCPS is a body politic and corporate pursuant to KRS 160.160, with legal authority to enter into contracts;

WHEREAS, it is the intent and desire of the SPD and BCPS to provide for the services of a SRO at TO SCHOOLS as set forth herein and as authorized pursuant to KRS 158.441;  
and,

NOW, THEREFORE, in consideration of the foregoing and the mutual agreements as set forth herein below, IT IS HEREBY AGREED by and between BCPS and the SPD as follows:

**ARTICLE I**

It is the intent and provision of this Agreement to provide for the services of an SRO with such services to be rendered at such Board school sites as more fully described herein for a term commencing on July 22<sup>nd</sup>, 2021 and expiring on June 30, 2022. It is expressly agreed and understood that BCPS and the SPD shall not be bound hereby beyond the foregoing term.

**ARTICLE II**

**Rights and Duties of the SPD**

The SPD shall provide a school resource officer ("SRO") and SRO services as follows:

(A) Training

The SRO shall be a sworn law enforcement officer. Beginning on January 1, 2022, the designated SRO shall begin all training required by SB1 (enacted during the 2021 General Assembly). The training required by SB1 must consist of: foundations of school-based law enforcement; threat assessment and response; youth drug use and abuse; social media and cyber security; school resource officers as teachers and mentors; youth mental health awareness; diversity and bias awareness training; trauma-informed action; understanding students with special needs; and de-escalation strategies. The SPD shall certify in writing to the Superintendent, no later than December 31, 2022, that the designated SRO has complied with the training requirements imposed by SB1 which requires at least 40 hours of in-service training each year for three years to total 120 hours. The in-service training must be certified or recognized by the Kentucky Law Enforcement Council for school resource officers. Failure to satisfy the training requirements could lead to the SRO's removal as required by state law and termination of this agreement.

Appointment of SRO

(1) It is mutually agreed and understood that the Chief/Sheriff shall appointment Officer David Smith to serve as the initial SRO at middle and elementary schools in the city of Shepherdsville, Kentucky in Bullitt County. Officer David Smith's appointment and assignment shall be a material condition of this Agreement. After consultation with and approval of the Superintendent/Designee of BCPS, the SPD shall ensure that the designated SRO is qualified to serve as an SRO and submit documents sufficient to demonstrate his/her qualifications.

(2) The SRO shall report directly to the SPD, who, as the SRO's employer and supervisor, will work with the Superintendent/Designee of BCPS in providing for the rendition of SRO services as outlined herein.

(3) The SRO shall provide services at TO SCHOOLS pursuant to a schedule to be determined in conjunction with the principal of TO SCHOOLS and the Superintendent of BCPS equivalent to an eight (8) hour work day.



## (B) Duties of School Resource Officer

### (1) Instructional responsibilities/duties of SRO

The SRO shall work in conjunction with principal of SCHOOLS and certified instructors to assist in the delivery of instruction in a variety of subject areas, including but not limited to, police and their role in society; laws; juvenile and adult criminal justice systems; career opportunities in law enforcement; drug education; gang resistance education and training; teens, crime and community; conflict resolution; and other classes as permitted by scheduling and as determined to be appropriate by respective principals and school staffs. It is agreed and understood that the SRO will perform services on a "guest lecturer" basis consistent with regulations promulgated by the Kentucky Board of Education and the Educational Professional Standards Board and shall do so in conjunction with and under the direction of appropriately certified teaching personnel, or shall provide such services on a co-curricular or extracurricular basis as scheduling permits.

### (2) Additional Duties and Responsibilities of the SRO

(a) The SRO shall coordinate his or her instructional activities with SCHOOLS principal and certified staff members so as to allow for the orderly educational process within the respective schools served.

(b) Except in an extreme emergency, the SRO shall not be called away from SCHOOLS by the SPD or his designee to handle incidents off SCHOOLS campus. BCPS shall not be responsible for paying the SRO for his/her time in responding to extreme emergencies unrelated to SCHOOLS.

(c) The SRO shall not be responsible for handling minor, non-priority incidents typically handled by other deputies. These incidents include, but are not limited to, collisions, parking lot details, traffic or fire lane violations, etc.

(d) Consistent with applicable law, including privacy laws, the SRO may exchange information in regard to suspects, incidents, and potential problems with other law enforcement agencies.

(e) The SRO shall attend and complete any training required by local, state or federal law. The SRO shall develop expertise in presenting various subjects to the students. Such

subjects shall include basic understanding of the laws, the role of the police officer and the police mission.

(f) The SRO shall encourage individual and small group discussions with students based upon material presented in class to further establish rapport with students.

(g) The SRO shall make himself/herself available for conferences with students, parents, and faculty members in order to assist them with problems of law enforcement or of a crime prevention nature.

(h) The SRO shall assist the principal in developing plans and strategies to prevent and/or minimize dangerous situations that may result from student unrest.

(i) Should it become necessary to conduct formal police interviews with students, the SRO shall adhere to Board Policy, Law Enforcement Policy, Kentucky Revised Statutes, and other legal requirements with regard to such interviews.

(j) The SRO may, by way of the exercise of his/her discretion as a sworn police officer, take law enforcement action as required. As soon as practical, the SRO shall, verbally or in writing, make the principal of the school aware of such action. At the principal's request, the SRO shall take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and related school functions, to the extent that the SRO may do so under the authority of law.

(k) The SRO shall give assistance to the law enforcement officers in matters regarding his/her school assignment, whenever necessary.

(l) The SRO shall, whenever possible, participate in and/or attend school functions.

(m) The SRO shall not act as a school disciplinarian, as disciplining students is a school responsibility. It is agreed and understood that the principal and appropriate school staff shall be responsible for investigating and determining, at their discretion, whether a student has violated school and/or board disciplinary codes or standards and the appropriate administrative action to take. However, this shall not be construed to prevent the SRO from sharing information with school administration/staff, which may aid in the determination of whether a disciplinary offense occurred. Upon assignment, the SRO will be provided with copies of Board disciplinary policies and codes and the discipline codes of each school. The SRO shall become familiar with district/school disciplinary codes and



standards and will meet at least annually with the Superintendent (or his designee) and each principal for the purpose of reviewing applicable disciplinary standards.

(n) The Principal, school administration, or staff may advise the SRO of incidents or activities possibly giving rise to criminal or juvenile violations and the SRO shall then determine whether law enforcement action is appropriate with respect to those activities occurring on school property or at school sponsored functions, which a principal is directed to report to the "appropriate law enforcement agency" under KRS 158.154 ("assault resulting in serious physical injury, a sexual offense, kidnapping, assault involving the use of a weapon, possession of a firearm in violation of the law, possession of a controlled substance in violation of the law, or damage to the property"), and those activities which an administrator, teacher, or other school employee is directed to report to the "local police department, SPD, or Kentucky State police," under KRS 158.155 (such activities consisting of conduct occurring on school premises or school sponsored events which is believed to constitute a misdemeanor or violation or offense relating to deadly weapons, use, possession, or sale of controlled substances, or a felony offense), it is agreed and understood that the SRO, as an employee of the SPD, is authorized to receive and appropriately act on any of such foregoing reports and the aforementioned school personnel may satisfy such reporting requirements by advising the SRO of activities believed to fall within the foregoing statutory directives.

(o) The SRO is not to be used for regularly assigned lunchroom duties, as hall monitors, or other monitoring duties. However, the SRO is expected to demonstrate a presence in TO SCHOOLS and be available and accessible. If there is a problem in such areas, the SRO may assist the school until the problem is resolved.

### (3) Collaboration with TO SCHOOLS principal

At a minimum, before the start of every semester, SCHOOL'S principal and the SRO shall meet to discuss and define the role of the SRO. It is essential that both parties are able to distinguish between disciplinary conduct, which should be handled by school employees, and illegal conduct, which may, in the SRO discretion, be handled as a law enforcement matter. While it may be necessary for an SRO to get involved in an incident, it does mean criminal charges (or a ticket) must be pursued.

## **ARTICLE III**



### **Rights and Duties of BCPS**

BCPS shall provide the full-time SRO the following materials and facilities deemed necessary to the performance of the SRO's duties with SCHOOLS and the office facilities as outlined below to be provided:

- Computer access and district email for communication with school staff; and,
- Key fob for entry into SCHOOLS

Space permitting, the principal of SCHOOLS may designate office space for use of the SRO. Office space is not a material condition of this agreement. Should an office be provided, the SRO shall not store firearms, weapons or ammunition in the office.

### **ARTICLE IV**

#### **Financial Responsibility of the School Resource Officer program at middle and elementary schools in unincorporated Bullitt County.**

For the 2021-2022 school year, the payment of services by SRO Officer David Smith will be the sole responsibility of the SPD's Office.

### **ARTICLE V**

#### **Employment status of the School Resource Officer**

The SRO shall remain an employee of the SPD and shall not be an employee or agent of BCPS or TO SCHOOLS. BCPS and the SPD acknowledge that the SRO shall remain responsive to the chain of command of the SPD.

### **ARTICLE VI**

#### **Dismissal of School Resource Officer: Replacement**

(A) At any time, the Superintendent, in his/her discretion and after discussion with the SPD, may request that the designated SRO be reassigned or removed from the school. BCPS and the SPD will then collaborate to find a mutually agreeable replacement.

(B) The SPD may dismiss or reassign an SRO based upon Department Rules, Regulations, and/or General Orders and when it is in the best interest of the people of Bullitt County.

(C) However, if a mutually agreeable replacement (as referenced in Article II) cannot be found within twenty (20) business days of dismissal or removal this Agreement shall be void.

## **ARTICLE VII**

### **Termination of Agreement**

In addition to termination in writing thirty (30) days prior to expiration of the annual term hereof as provided in Article I, above, this Agreement may be terminated by either party upon ninety (90) days written notice that any party has failed to substantially perform in accordance with the terms and conditions of this Agreement. Upon notice, BCPS shall have forty-five (45) days during which to submit payment without further prejudice, and without being considered to have defaulted. This Agreement may also be terminated without cause by the SPD upon one hundred (100) days written notice. BCPS may terminate this Agreement anytime, with or without cause, in its discretion.

## **ARTICLE VIII**

### **Notices**

Any and all notices or any other communication herein required or permitted shall be deemed to have been given when deposited in the United States Postal Service as regular mail, postage prepaid and addressed as follows:

Jesse Bacon, Superintendent  
Bullitt County Public Schools  
1040 Highway 44 East  
Shepherdsville, KY 40165

Rick McCubbin, Chief  
Shepherdsville Police Department  
364 Conestoga Pkwy  
Shepherdsville, KY 40165

## **ARTICLE IX**

### **Good Faith**

The School Board, the SPD, their agents and employees agree to cooperate in good faith in fulfilling the terms of this Agreement. Unforeseen difficulties or questions will be resolved by negotiation between the Superintendent and the SPD, or their designees.

## **ARTICLE X**

### **Modification**

This document constitutes the full understanding of the parties and no terms, conditions, understandings or agreement purporting to modify or vary the terms of this document shall be binding unless hereafter made in writing and signed by the parties.

## **ARTICLE XI**

### **Non-Assignment**

This Agreement, and each and every covenant herein, shall not be capable of assignment, unless the express written consent of BCPS and the SPD is obtained in writing.

## **ARTICLE XII**

### **Merger**

This Agreement constitutes a final written expression of all the terms of this Agreement and is a complete and exclusive statement of those terms.

## **ARTICLE XIII**

### **Insurance/Hold Harmless Clause**

It is understood and agreed that during the term of this Agreement and any renewal hereof, the SPD, shall purchase and maintain errors and omissions and general liability insurance at a minimum of \$2,000,000.00 per policy naming BCPS, and its officers and employees, as additional insureds and providing insurance coverage for all acts, omissions, and services performed by the SRO as described in this Agreement including insurance coverage for claims, suits, damages, fees or expenses (including cost of defense) arising out of any such acts, omissions and services. Further, the SPD shall provide written proof of said coverage prior to execution of this Agreement and any time thereafter on request of BCPS. The insurance provided by the SPD shall be deemed primary coverage relating to the acts of the SRO and not excess. Irrespective of said agreement and covenant, the SPD shall indemnify and hold BCPS and any and all of its members, agents, officers, and employees in their respective individual and official capacities harmless from any and all acts, omissions, claims, damages, fees, expenses, and legal actions of any form or description arising from the performance of duties by the SRO under this contract.



#### XIV

##### **Severability**

The invalidity or unenforceability of any provisions of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement.

IN WITNESS WHEREOF, the parties have caused duplicate originals of this Agreement to be signed by their duly authorized officers.

#### XV

##### **Miscellaneous Terms**

- a) The SRO shall be permitted a 45-minute paid lunch period. During lunch, the SRO shall be subject to emergency calls for incidents which occur at TO SCHOOLS.
- b) The SRO shall use the SPD vehicles and carry a cellular phone or radio that will allow contact by BCPS and TO SCHOOLS leadership.
- c) Nothing in this agreement shall limit or eliminate the need to utilize the 9-1-1 reporting system, or the use of local police officers or the SPD.
- d) The designated SRO and the SPD shall adhere to all local, state and federal privacy regulations, including but not limited to, (FERPA) and HIPAA.
- e) The SRO and the SPD shall comply with all local, state and federal firearm or gun regulations relating to the services provided pursuant to this Agreement

#### XVI

##### **Mediation**

In the event that the parties to this Agreement dispute the terms, application of the terms of this Agreement, or performance hereunder, the parties hereto agree, as a condition precedent to filing or pursuing any legal remedy, to participate in good faith in a half day of non-binding mediation, assisted by a trained neutral mediator.

**SCHOOL RESOURCE OFFICER AGREEMENT**  
**FOR MIDDLE AND ELEMENTARY SCHOOLS IN SHEPHERDSVILLE, KY.**

\_\_\_\_\_  
Debby Atherton, Board of Education  
Bullitt County Public Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jesse Bacon, Superintendent  
Bullitt County Public Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rick McCubbin, Chief  
Shepherdsville Police Department

\_\_\_\_\_  
Date

\_\_\_\_\_  
Curtis Hockenbury, Mayor  
City of Shepherdsville

\_\_\_\_\_  
Date