

Mercer County Schools Law Enforcement Services Proposal

In the 2018-2019 school year, Mercer County Schools were very fortunate to enter into a Memorandum of Understanding (MoU) with the City of Harrodsburg to secure three School Resource Officers (SRO). SROs are sworn law enforcement officers, who are primarily assigned to work in a school setting and have specialized training to work with youth.

Since this time, we have been unable to have a full time SRO due to a lack of available officers. In 2019, the Kentucky General Assembly passed the School Safety and Resiliency Act (SB1), which included that each school campus should have a School Resource Officer funding permitting. Mercer County School District is required to have at least 4 SROs to meet this requirement.

Having law enforcement officers on our campus was a very beneficial decision for our district.

The Kentucky Association of School Resource Officers describes the 3 most important roles of an SRO as the "SRO Triad". This SRO Triad includes the following ways SROs enhance the school environment:

1. Safety and security expertise to protect students and staff.
2. Using their own education, training, and experience to help supplement classroom studies. SROs are often called upon as guest speakers and as subject matter experts in a variety of fields to help expand regular classroom content.
3. Mentor students, build rapport, provide advice, and help as needed.

It goes on to include that by interacting with students every day, SROs can build positive relationships with students and help to promote a climate of safety in the school. SROs work hand in hand with school administrators to help create a safe, inviting learning environment.

This brief explanation of roles explains what we would like to accomplish with our SRO program. Unfortunately, we continue to find our SRO position vacant and we are not able to accomplish the vision we have for this valuable position with this kind of turnover.

The application process to create our own Law Enforcement Service is relatively simple and we do not anticipate having any difficulty getting approved to create our own department. After board approval, we will submit paperwork and continue to clarify the roles, responsibilities, and expectations for this position. We have the support of several other school districts and will work closely with the Kentucky School Board Association on policy and procedures. In addition, we have the resources of the Kentucky Center for School Safety and our own Harrodsburg Police Department.

Benefits of District SRO Program Compared to MoU with Local Agency

- District control of who is walking our halls and building relationships with students.
- When we are able to carefully select the officer for the district, we are able to put an SRO in the school that meshes best with the community values and school culture.
- We can carefully select an officer to be one who understands the value of fostering long-term meaningful relationships with kids. This is the cornerstone of a successful SRO program.
- The officer now works and answers solely to the district and the district can help guide how responses are handled and relationships are built.
- Recruitment and retention concerns will be greatly reduced. Having our own department and officer allows us to invest in the right person and support them for a long tenure.

Current Grant funding sources:

Safe Schools: \$10,000.00
Title 4 I: \$ 33,899.00
Title 4 J: \$23,333.00

Total: \$67,232.00

Proposed Budget for Initial Startup of SRO program:

Salaries: Approximately \$145,000 plus *30%= \$188,500 with fringe & benefits

Initial Purchase of Equipment/Training: Approximately \$66,000.00

Additional Insurance: \$ Still waiting on this information

Total: Approximately \$254,500(not including additional insurance costs)

Recurring Budget for equipment and training after initial startup : Approximately \$10,000

SRO starting salaries of surrounding districts:

School	Type of Program	Salary/Days or Hourly wage
Danville Independent School	Contracts with Danville City Police	\$35,000 for 185 days
Woodford County	School Based Law Enforcement Officer	SRO: \$39,000 x 185 days Chief: Salary plus stipend \$2,100 at 195 days
Boyle County Schools	Agreements with Boyle Co Sheriff Dept. and Perryville and Junction City PD	\$174,000 for 4 Sheriff Deputies \$12,000 for 2 city officers School pays totals \$186,000 for 6 officers for 185 days

Anderson County	Contracts with Anderson Co. Sheriff	Deputies are paid ½ from school and ½ from the sheriff's office. The school pays \$105,000 for 6 officers to be on duty 185 days. This averages out to \$26,666 per officer or a total salary of \$53,333.
Bourbon County Schools	School Based Law enforcement	Follows their classified salary scale Chief: Starts at \$35,914 and ends at \$46,329 (29 + years' experience) SRO: Starts at 31,251 and ends at \$40,314 (29 + years' experience)
Harrodsburg Police Department		Approximately \$20 for an officer that has completed training

Proposed Budget

SRO salary range \$35,000-\$41,00 185 contract x 3				Approximately \$105,000 *SRO are eligible for The Kentucky Law Enforcement Foundation Program Fund (KLEFPF). The fund annually pays each law enforcement officer who attends the minimum number of training hours a \$4,000 annual supplement. The fund requires all law enforcement officers to successfully complete 800 hours of basic training within one year of the date of employment and 40 hours of annual in-service training approved by the Kentucky Law Enforcement Council (KLEC).
0-5 years	6-10 years	11-15 years	16+ years	
\$35,000	\$37,000	\$39,000	\$41,000	
Chief: Above salary plus plus 10 extended day				Approximately \$37,000-42,500 *SRO are eligible for The Kentucky Law Enforcement Foundation Program Fund (KLEFPF). The fund annually pays each

	law enforcement officer who attends the minimum number of training hours a \$4,000 annual supplement. The fund requires all law enforcement officers to successfully complete 800 hours of basic training within one year of the date of employment and 40 hours of annual in-service training approved by the Kentucky Law Enforcement Council (KLEC).
Vehicle (Not a Requirement)	\$5-10,000 (for a surplus car) plus the cost to stripe *Not a yearly expense
Uniform Allowances: 5 pants 5 polo shirts 5 Base layer Outwear Badge Holster shoes/boots	\$2000 x4: \$8000 *Not a yearly expense
Weapons/Holsters 9 mm gun/ammunition (1000) CED tazer (1000) Mace Baton Long Weapon (1500)	\$4000 X 4: \$12,000 *Not a yearly expense
Body Armor/Vest:	\$1500 X 3: \$4,500 *Not a yearly expense *We will apply for a grant with the KY Office of Homeland Security to pay for this.
Radio:	\$250x 4: \$1000 *Not a yearly expense
District Cell Phone	\$1,000 x 4: \$4,000
Computer and any software	\$1500 X 4: \$10,000

	*Not a yearly expense and we may have these on hand.
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Flashlight and a backup	\$70 X4: \$280 *Not a yearly expense
Handcuffs/ Flexicuffs	\$100X 4: \$400 *Not a yearly expense
Long handcuff key	\$20 x4: \$100 *Not a yearly expense
Leg restraints/hobble	\$50 X 4: \$200 *Not a yearly expense
Gloves: Nitrile exam gloves like EMTs and paramedics wear.	\$25-\$100 x 4: \$100
Medical kit (tourniquet, blood stoppage)	\$100 x 4: \$400
Notepads/ Office Supplies	\$100 x4: \$400
Narcotics testing supplies	\$350
Plastic bags for suspect's items.	\$50
Eyewear/Masks for spitters	\$50-100 x 4: \$200 *Not a yearly expense
Camera: body camera/ non-phone camera as some have been deemed inadmissible in court.	\$400 x 4: \$1600 *Not a yearly expense
Gun Safe	\$500 x 3 (high school already has a safe): \$1,500 *Not a yearly expense
Desk/Chair	\$700x 4: \$2800 *Not a yearly expense
Training	\$ 500 x 4: \$2000

Mercer County Special Law Enforcement Officer Guidelines

Scope of Service

Mercer County SROs will foster the Triad Model of teacher, counselor/mentor, and law enforcement officer in our School Resource Officer (SRO) program. The SRO program is a community policing approach practiced in a school environment. District campuses are the officer's community. The exclusive focus on the physical and social territory of the school is an important aspect of the SRO concept. Unlike police officers who respond to school problems as a result of a 911 call by school personnel, the SRO will have more knowledge of students, staff, and parents. In addition, the SRO will have more understanding of the layout of buildings, grounds, and school operations due to their involvement and membership in Mercer County .

Goals and Objectives of the SRO Program

1. Establish a positive working relationship in a cooperative effort to address juvenile delinquency and assist in student development.
2. Promote positive attitudes regarding the police's role in society and educate and inform students of their rights and responsibilities as lawful citizens.
3. Address the safety of the campus in an effort to continually foster a conducive setting for learning.

General Duties of the Special Law Enforcement Officer (SRO)

The SRO has three main functions: Law enforcement-related educator, advisor, law enforcement officer, and emergency responder. First, as a law enforcement-related educator, the SRO conducts classroom presentations pertaining to law-related topics. Second, the SRO acts as an advisor to students, parents, teachers, and district staff on issues related to law enforcement, substance abuse, delinquency, violence, and other law-related topics. The SRO may talk with students, parents, teachers, and staff about their problems and help them find possible solutions. When necessary, the SRO may make referrals to counselors or appropriate social service agencies for additional assistance. Finally, as a law enforcement officer and emergency responder, the SRO will work to secure a safe and secure school environment in which teachers feel safe to teach and students feel safe to learn.

The SRO's duties include, but are not limited to the following:

- Providing a visible deterrent to criminal activity at the school or on school property.
- Addressing a safe and secure environment on school property by responding to criminal activity and disturbances.
- Investigating crimes occurring within the school or stemming from incidents occurring at the school.
- Assisting in developing and facilitating a crime prevention curriculum within the school.
- Being a positive role model to the students.
- Supporting Mercer County Schools faculty and staff, when requested. and when circumstances necessitate a law enforcement response.

Training

The Department of Criminal Justice Training conducts training that targets the specific needs of Special Law Enforcement Officers (SRO). Training components include:

- Three different levels of training are offered to active, certified law enforcement serving as SROs, totaling 40 hours per year.
- All SROs are required to take the SRO 1 in-service course within one year from their assignment date. SRO 2 and SRO 3 will be required as in-service for the following two years.
- SRO training includes topics such as working with special-needs students, mental health awareness, and trauma-informed care. Firearms and defensive tactics refresher training also will be included.

Supervision Responsibility and Chain of Command for the SRO

The SRO will report directly to the Safe Schools Coordinator who will then consult with the Superintendent as needed regarding issues relating to district safety and security.

Decision-Making Authority Regarding Enforcement of Applicable Laws and Procedures by the SRO

It is not the goal of the SRO to be used as the school disciplinarian. If the principal believes an incident is a violation of the law, they may contact the SRO to determine if law enforcement action is needed.

In consultation with the principal, the SRO may take law enforcement action against intruders and unwanted guests who appear on school property. The SRO will take law enforcement action for all felonies occurring on the campus and any acts of extreme violence (felony), sexual assault, child abuse, and illicit drug activity. The school administrators will ensure that school staff cooperates with SROs when they are performing their law enforcement duties.

The SRO's preferred response to misdemeanor incidents would be to de-escalate the situation to avoid criminal charges. If that is not possible, the SRO can use discretion in handling the situation to resolve the matter in the best interest of the students and staff.

The SRO cannot be present when a principal conducts an administrative search unless the principal or school personnel fear for their safety.

It is not the Special Law Enforcement Officer's responsibility to enforce school rules and policies. The SRO may inform the staff of rules and policy violations, but enforcement of violations will be determined by school staff and building administrators.

When confiscating illicit drugs from students on school property, the SRO shall follow governing policies and procedures when illicit drugs are confiscated on school property or at school-sponsored events.

The SRO shall follow the Standard Operating Procedures found in the Mercer County General Orders Manual, Mercer County School Board Policies, Kentucky Regular, the Kentucky Revised Statutes (KRS), and Kentucky Administrative Regulations (KAR).

Standard Operating Procedures

The purpose of the Standard Operating Procedures (SOPs) is to explain the organization, policies, and procedures of a law enforcement agency. Policies are broadly stated principles and values intended to guide members in the performance of their duties in conformity with department objectives. Procedures are methods of performing police activities to achieve an objective. Procedures may be general or specific in nature. Example SOPs might include:

- Duties of the Officer
- Standards of Conduct
- Juvenile Operations
- Agency Jurisdiction

A comprehensive manual will be completed with the development of our own department.

Evaluation of the Program

The effectiveness of the SRO program will be detailed in a scheduled process evaluation meeting between the Superintendent and/or Designee, with input from school principals and the SRO. The summative yearly evaluation meeting will take place at the close of each school year involving the Superintendent and/or Designee.