

MEMORANDUM OF UNDERSTANDING
SCHOOL RESOURCE OFFICER (SRO) AGREEMENT

SCHOOL YEAR 2024 - 2025

THIS AGREEMENT made and entered into this 16th day of April, 2023 and between the Allen County Board of Education and the Allen County Sheriff's Office for the 2024 - 2025 school year.

WITNESSETH:

WHEREAS part of HB330 and as particularly codified in KRS 158.441, the 1998 General Assembly authorize the provision of a School Resource Officer (hereinafter "SRO") services by means of a contract to be entered into by a local school district with appropriate law enforcement agencies;

WHEREAS, the ALLEN COUNTY SCHOOL BOARD and the Allen County Sheriff's Office desire to set forth this SCHOOL RESOURCE OFFICER AGREEMENT (hereinafter "SRO" Agreement) the specific terms and conditions of the services to be provided by the said SRO in the ALLEN COUNTY PUBLIC SCHOOLS.

PURPOSE

A prosperous future for the citizens of Allen County depends, in large measure, upon the County's ability to properly educate its children. Effective schooling requires a safe and orderly environment in which learning can occur. Consequently, Allen County Public Schools under the direction of the Allen County Board of Education, conducts the School Resource Officer (SRO) Program in order to provide school administrators and staff with law enforcement resources and expertise they need to maintain safety, order, and discipline in the school environments. The SRO Program is intended to help create and maintain a safe and positive climate, which allows for respect of the rights of all participants in the schooling process.

Should it become necessary to conduct formal police interviews with students, the SRO shall adhere to the Allen County School Board Policy, Allen County Sheriff's Office Policy, Kentucky Revised Statutes, and other legal requirements with regard to such interviews.

The SRO shall investigate complaints relating to runaways, thefts, or any crime, relating to the students attending schools that the SRO serves.

The SRO shall maintain detailed and accurate records of operation of the School Resource Officer program and shall submit reports of an instructional nature to the Allen County Sheriff's Office or his/her designee.

The SRO shall not act as a school disciplinarian, as discipline students is a school responsibility. It is agreed and understood that the Principal and appropriate administrators shall be responsible for investigating and determining, in 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 which may aid in the determination of whether a disciplinary offense occurred. The Administration will provide the SRO with up-to-date copies of the Board disciplinary policies and codes of each school they are assigned.

CHAIN OF COMMAND

As an employee of the Allen County Sheriff's Office, the SRO shall follow the regular chain of command of the Allen County Sheriff's Office. The SRO is a full-time officer deployed at specific schools. The Sheriff shall designate the officer who will be assigned at the school. An SRO shall report to the school on days when the school is in regular session.

The SRO shall maintain daily activity reports for the sheriff's office and shall also report hours worked to the sheriff's office who will be the custodian of the records.

In the performance of their duties, the SRO shall coordinate and communicate with the principal(s) of the school to which they are assigned.

TRAINING

The Sheriff agrees to provide a uniformed Sheriff's Deputy who meets the Sheriff's Office Professional Standard's requirements in the Commonwealth of Kentucky.

Training shall include, but not limited to:

- Annual In-Service training for continued certification
- Firearms Training
- Hazardous Materials Training
- First Aid and CPR
- Taser Recertification
- Registration for Safe School Conference

SUPPLIES AND EQUIPMENT

Motor Vehicle:

The Sheriff agrees to provide the SRO with a standard patrol car. The Sheriff shall also furnish auto insurance, fuel, and maintenance for the car.

Weapons and Ammunition:

The Allen County Sheriff's Office will furnish the SRO with the proper Firearms and Ammunition as outlined in the Allen County Sheriff's Office Policy and Procedure Manual.

Uniforms:

The Allen County Sheriff's Office will furnish the SRO with the proper uniform as outlined in the Allen County Sheriff's Office Policy and Procedure Manual.

School Board Meetings:

The Allen County Sheriff's Office will assign a SRO to all regular School Board Meetings if requested by the Allen County Superintendent.

ALLEN COUNTY BOARD OF EDUCATION agrees to provide:

- Furnish a secure office for the SRO to work in
- Provide a desk, chair, telephone, and computer with internet access
- Provide usual and customary office supplies
- Insure funding for the SRO's to attend the Safe School Conference. (Funding to come from the individual schools)

BENEFITS

The School Resource Officer shall be a sworn law enforcement officer and shall receive employee benefits as provided by the ALLEN COUNTY SHERIFF'S OFFICE.

The SRO shall work a 40-hour work week for the Allen County Public Schools when school is in session. He/She shall work from 07:00 hours to 15:45 hours Monday through Friday. Hours worked above 40 hours per week shall be paid at one and one half times the regular hourly rate. Over time hours shall be approved by the SRO's supervisor.

SPECIAL EVENTS

A special event is defined as an event that does not occur during a regular school day. A minimum of 2 officers for high School events and a minimum of 1 officer for Middle School events will be assigned to the event open to the public, unless otherwise agreed upon by both parties, with the Sheriff's Office being compensated by the requesting school.

MISCELLANEOUS

The SRO shall become familiar with all community agencies, which offer assistance to youths and their families such as Mental Health clinics, drug treatment centers, etc. The SRO shall make referrals to such agencies when necessary thereby acting as a resource person to the students, faculty, and staff of the school.

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

The SRO shall meet annually with his Supervisor and the Principal to review applicable disciplinary standards.

The principal and/or school administration shall advise the SRO of incidents or activities possibly giving rise to criminal or juvenile violations and the SRO shall 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 “local police department or the 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, an employee of Allen County Sheriff's Office, 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.

SCHOOL RESOURCE OFFICER AGREEMENT

Signed on this the 16th day of April, 2024

Allen County Board of Education

_____, Superintendent

Approved by the Allen County Board of Education on April 15, 2024

Allen County Sheriff's Office

_____, Allen County Sheriff