

## School Resource Officer Program

### Memorandum of Understanding

This agreement is entered into between the Township of Ohio Police Department and the Avonworth School District.

#### 1. Purpose of the Agreement

The purpose of this agreement is to assign one uniformed police officer from the Ohio Township Police Department for the **School Resource Officer Program**. The School Resource Officer hereinafter referred to as "SRO", will work with the Administration to: encourage students to become responsible, accountable citizens; to make students aware of their rights as a juvenile in a law-related encounter; to promote abstinence from drugs and alcohol; to instill decision-making skills in peer pressure situations.

#### 2. Term

- a. The Township shall provide a SRO to Avonworth School District on all days approved and regulated by the district budget.
- b. The school may request and the Township shall provide a SRO for summer and evening programs when school is not in session, if approved by the district.

During days that the school is not in session, the SRO is subject to other assignments as determined by the Township such as patrol, investigation and police related activity.

#### 3. Relationship of Parties.

- a. The SRO assigned to Avonworth is an employee of the Township and shall not be considered an employee of the school and shall be subject to departmental control, supervision, policies, procedures, and general orders.
- b. Compensation and fringe benefits shall be paid by the district directly to the Township and shall be in accordance with Ohio Township's policies as established for its employees. The Township shall maintain appropriate Worker's Compensation and Unemployment Insurance coverage for the SRO.
- c. The SRO will be subject to current procedures in effect for the Township police officers, including attendance at all state mandated training and annual qualifications. This training and certification takes place throughout the year and will necessitate the absence of the SRO. This absence will not be at the cost of the school.

#### 4. School Resource Officer Selection, Transfer and Removal.

- a. The School and the Township shall mutually agree upon the appropriate police officer for the SRO position. The Chief of Police shall make all appointments.
- b. If the School is dissatisfied with the performance of a police officer, the School shall contact the Chief of Police, who shall instruct the police officer to leave the school if required by the school.
- c. The Chief of Police may dismiss or reassign a SRO.

- d. In the event of resignation, retirement, dismissal or reassignment of an SRO, or in the case of long term absences by an SRO, the Chief shall meet with the district to discuss replacement of the program.
5. School Resource Officer Responsibilities.
- a. Work in conjunction with the school principals or other school designee and meet with principals on a weekly basis.
  - b. Provide a program of educational leadership by acting as a guest speaker addressing topics such as: tobacco, alcohol, and other drug awareness, crime prevention and safety, laws relating specific to age levels, DARE and any other programs that would benefit the students.
  - c. Act as a communication liaison with law enforcement agencies, and provide basic information concerning student incidents within the community as they pertain to the safety of the school.
  - d. Provide informational in-services for staff on issues related to alcohol and other drugs, law, violence, safety and security.
  - e. Gather information regarding potential problems such as criminal activity, gang activity and student unrest, and attempt to identify particular individuals who may be a disruptive influence to the school or students.
  - f. Assist in maintaining order and enforcing school policies on school property. In conjunction with school officials, the SRO will take the appropriate law enforcement action, consistent with a police officer's duty. As soon as practical, the SRO shall make Administration aware of such action. At the principal's request, the SRO shall take appropriate law enforcement action against intruders and unwanted guest(s) who may appear at the school and related school functions, to the extent that the SRO may do so under the authority of law. Whenever feasible, the SRO shall advise the Administration before requesting additional police assistance on the campus.
  - g. Refer students and their families to the appropriate agencies for assistance when need is determined.
  - h. The SRO shall not act as a school disciplinarian. However, if the principal or principal designee believes an incident is a violation of the law, the principal may contact the SRO and the SRO shall then determine whether law enforcement action is appropriate.
  - i. The SRO can perform other duties as mutually agreed upon in writing by the Township and the School. Provided further that nothing required herein is intended to or will constitute a relationship of duty for the assigned police officer or the Township beyond the general duties that exist for law enforcement officer within the state.

6. Time and place of performance

- a. The Township will assure that the SRO will be on the campus of their assigned school(s) as needed to carry out SRO activities.
- b. Follow-up home visits when needed as a result of school-related student problems.
- c. School-related off campus activities when the administration requests officer participation and approved by the township.
- d. Response to off campus, but school-related criminal activity.
- e. Response to emergency law enforcement activities or court appearances.
- f. Regular working hours may be adjusted on a situational basis with the consent of the Chief of Police. These hours are required for the purpose of covering scheduled school related activities by the SRO.

7. School Responsibilities

- a. The school will provide the SRO with access to an office that affords security, privacy and the use of technology. The school will supply the necessary staff needed to assist the SRO with the implementation of the program.

Avonworth School District



June 13, 2011

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Dr. Valerie McDonald Superintendent

Ohio Township Police Department



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Norbert Mickles Chief of Police

Township of Ohio