

Agreement for School Resource Officer Services
Between
The Town of Richmond and the Mount Mansfield Unified Union School District
For the 2019 – 2020 School Year

The School Resource Officer(s) for Camels Hump Middle School will incorporate the roles of a law enforcement officer, law-related counselor and law-related education teacher. The specific duties of the Camels Hump School Resource Officer shall include, but not be limited to, the following:

1. To enforce Federal, State and Local criminal laws and ordinances, and to assist school officials with the enforcement of Board of Education Policies and Administrative Regulations regarding student conduct. To investigate criminal activity committed on or adjacent to school property.
2. To protect lives and property for the citizens and public school students.
3. To establish liaison with school principals, faculty, and students.
4. Abide by school board policies and consult with and coordinate activities through the school principal, remaining fully responsive to the chain of command of the law enforcement agency in all matters relating to employment and supervision. Richmond Police Department scheduling requirements will take precedent over school scheduling.
5. To assist other law enforcement officers with outside investigations concerning students attending the school(s) to which the SRO is assigned.
6. To establish and maintain liaison between School Security personnel and other SROs assigned to school campuses.
7. To inform the students of their rights and responsibilities as lawful citizens.
8. To provide liaison between students and social agencies which provide needed services.
9. To act as a liaison resource to the principal in investigating criminal law violations occurring in the school or on school property.
10. To formulate and conduct educational crime prevention programs to inform scholars about their community and civic duties and law enforcement (Cougar Community Crew), by integrating with classroom teachers and other instructional opportunities throughout the school day/year.
11. To participate in campus activities, student organizations, and athletic events when invited and feasible.
12. To be aware at all times of the responsibility to improve the image of the uniformed law enforcement officer in the eyes of the students and the community. Provide calendar style schedule/log tracking daily/weekly/monthly activity.
13. Develop expertise in presenting various subjects; particularly in meeting federal and state mandates in drug abuse prevention education and shall provide these presentations at the request of the school personnel in accordance with the established curriculum.
14. Confer with the principal to develop plans and strategies to prevent and/or minimize dangerous situations on or near the campus or involving students at school-related activities.
15. To prevent juvenile delinquency through close contact with students and school personnel. Perform duties as determined by the principal that encourage regular interaction with students (i.e. greeting students in the morning at arrival, lunchroom/recess visibility, dismissal, etc.).
16. Assist the school in checking on the welfare of absent students who are unaccounted for due to lack of parental contact with the school. Participate in the truancy process at the direction of the principal and/or school board. Assist by reviewing truancy paperwork prior to submittal to the State's Attorney's office as well as testifying at hearings as needed.
17. The SRO is a standing member of the Safety and Security Committee and actively provides recommendations to enhance security and safety at Richmond Elementary School.
18. The SRO is a uniformed police presence and will be in uniform for the day unless special circumstances require otherwise, with the consent of the Chief of Police.

The Town of Richmond agrees to indemnify and hold harmless the Mount Mansfield Unified Union School District, , their officers, directors, School Boards, employees, and agents from any liability, damages award, loss, attorney’s fees, litigation expenses or other financial damage they may suffer as a result of claims, demands, or judgments against them arising, in whole or in part, out of activities to be carried out pursuant to this Agreement or the failure to carry out activities pursuant to this Agreement.

Likewise, Mount Mansfield Unified Union School District agrees to indemnify and hold harmless the Town of Richmond, its officers, employees, and agents from any liability, damages award, loss, attorney’s fees, litigation expenses or other financial damage they may suffer as a result of claims, demands, or judgments against them arising, in whole or in part, out of activities to be carried out pursuant to this Agreement or the failure to carry out activities pursuant to this Agreement.

Invoicing & Payment

1. Quarterly invoices will include SRO regular hours worked Tuesday through Friday, between 7:30 A.M. and 3:30 P.M. at a rate of \$33.25 per hour, and additional hours worked after 3:30 p.m. on a weekday or hours worked on a weekend at a rate of \$49.88 per hour. Additional hours would need to be approved by the school administration and communicated to the Town of Richmond Police Department, and will not be substituted for regularly scheduled hours. If the SRO suspends their obligations at the school to attend to police duties, time away from the school will not be counted as SRO hours.
2. Payments will be made to the Town of Richmond upon receipt of invoices, for services provided through the end of each quarter, the first quarter ending September 30.
3. The academic calendar year includes up to 185 days beginning the first day school is in session and ending the last day of the academic calendar as adjusted for circumstances that would close the school, for example snow days.
4. Thirty days’ notice that services will be discontinued will be given in the event the SRO position is to be eliminated or is to be temporarily vacant, pending a new hire for the position.

Mount Mansfield Unified Union School District

Town of Richmond

Date

Date