

School Resource Officer Agreement

Agreement between the Town of Hebron and the Hebron Public Schools for the School Resource Officer Program

This agreement is made and entered into this 1st day of March 2022, by and between the Town of Hebron/Hebron Police (the "Town") and the Hebron Public Schools (the "Hebron Schools").

Introduction

The School Resource Officer (SRO) Program involves the placement of a law enforcement officer within the education environment. The SRO is an employee of the Town, assigned by the Town to serve as liaison between the school community and the Town and to support the school administration and staff in maintaining a safe and positive school environment. Any individual hired as the SRO shall be a sworn police officer.

The SRO is a visible and active law enforcement figure at the schools to which he/she is assigned. The SRO may be a resource for instruction in the following areas: law related education, violence diffusion, safety programs, alcohol and drug prevention, crime prevention and other pertinent subjects.

The Town and the Hebron Schools shall review and adhere to the principles set forth in Conn. Gen. Stat. § 10-233m.

II. Goals and Objectives

- Establish a positive working relationship in a cooperative effort to prevent juvenile delinquency and assist in student development.
- Maintain a safe and secure environment on school campuses which will be conducive to learning.
- Promote positive attitudes regarding the role of police officers in today's society.

- Strive to ensure a consistent response to incidents of student conduct in violation of school policy and any applicable laws or statutes, clarify the role of law enforcement in school disciplinary matters, and reduce involvement of police and court agencies for misconduct at school and school-related activities.

III. Supervision of School Resource Officers

The Town agrees to provide one (1) SRO to the elementary schools (Gilead Hill School and Hebron Elementary School).

The Town in consultation with the Superintendent of Schools and the Chief of Police/Town Manager or designee for the Town will determine who will assume the role and responsibilities of an SRO. Interviews for SRO candidates will be conducted by the Town of Hebron; however, the Superintendent and/or designees will participate in the interview process.

It is the responsibility of the SRO to notify his/her school principal of his/her work schedule.

The SRO shall remain an employee of the Town and shall not be an employee of the School District. The Town of Hebron shall pay all costs associated with the SRO program, including all wages and benefits, equipment, training, and other expenses resulting from the employment of the SRO. The Hebron Schools will not need to budget for the SRO, as it is in whole a function of the Town of Hebron and will be budgeted in the operating budget of town. The wages of the SRO are set by the Town's annual approved budget and will be subject to any increases set forth by the Town personnel policy and/or approved budgets. The Hebron Schools acknowledges that the SRO will remain subject to the administration, supervision and control of the Town. However, while acting in the capacity of an SRO, the SRO shall take direction from school administration with the exception that while in the performance of his/her law enforcement duties the SRO will follow protocol established by the Town and Chief of Police/Town Manager or designee.

The school administration shall meet annually with the SRO and the Chief of Police/Town Manager or designee for the Town to discuss the job performance of the SRO. The school administration shall then submit a written report to the Town on the SRO.

IV. Appointment and Schedule

The Town in consultation with the Superintendent of Schools will assign the SRO's work days and shifts. When public safety requires, the SRO may be temporarily reassigned by the Town.

The SRO will be available, as part of his/her regular duties, for designated special

school functions. If such attendance requires overtime, overtime is subject to the approval of the SRO's supervisor. These special function details will not replace the agreement the Hebron Schools has currently with the Town for coverage of events at the school, i.e., concerts/after hour activities. It could allow for additional coverage if the Hebron Schools and or the Town determines additional coverage is needed.

V. Duties and Responsibilities of the School Resource Officer

The SRO will bring to the attention of the school administration and assist in the development and implementation of plans and strategies to prevent and/or minimize dangerous situations on or near the school campus or at school activities.

The SRO will present topics to students on various law enforcement/safety issues. In partnership with the Hebron Public Schools, the SRO will develop and implement lessons to students and staff in the following areas:

- *Stranger Danger*
- *Internet Safety*
- *Alcohol and Drug Prevention*
- *Violence Diffusion*
- *Healthy Relationships*
- *Stress Management*
- *Building Self-esteem*
- *Crime Prevention*
- *Law Related Education*
- *CPR and First Aid*
- *DARE*
- *Best practices for Lockdowns and other school emergencies*
- The SRO will contact the principal of the school about any juvenile delinquency, incidents, charges, and arrests within a timely manner.
- The SRO shall notify the school principal or his/her designee and the Superintendent of Schools whenever any law enforcement action has been taken while performing in the role of SRO.
- The SRO shall maintain records as required by the Town and as requested by the Hebron Schools for their use in evaluating and reviewing the SRO program and

this agreement.

- The SRO will assist the Superintendent of Schools, principals, faculty and staff to maintain a safe learning environment.
- The SRO will abide by all applicable The Hebron Schools Board Policies and Regulations.
- The SRO will consult with and coordinate activities through the school principal or his/her designee.
- If a conflict develops between the SRO's legal responsibilities as a sworn police officer and his/her responsibilities to the school system, the SRO's legal responsibilities as a sworn police officer shall take precedence. However, the SRO shall inform the school principal, the Superintendent of Schools and the Town of such conflict and shall work with school officials to suggest a means of avoiding future conflicts. The SRO's legal responsibilities include compliance with all State and Federal law at all times.
- The SRO will be available to students, parents and staff who freely want to discuss concerns related to student safety. Any concerns that pose a risk or threat must be reported to school administration in a timely manner. The SRO should comply with FERPA and all other student privacy laws.
- The SRO shall be available for flexible scheduling to reasonably accommodate designated after school and evening school activities whenever possible.
- The SRO will follow the guidelines of applicable law, Board of Education policy, Hebron Public Schools administrative regulations, and the Town's general orders in regards to investigations, interviews, and searches relating to juveniles and other students. At no time will the SRO direct or demand that school personnel search a student. At no time will the SRO be demanded by school personnel to search a student. All student searches will be done within governing laws and school regulations.
- The SRO will not be responsible for student discipline or enforcement of school rules, although the SRO may provide assistance to school personnel. The SRO will work collaboratively with school administrators to determine the goals and priorities for the SRO program and the parameters for SRO involvement in school disciplinary matters, consistent with the terms of the principals set forth in Conn. Gen. Stat. § 10-233m.
- The SRO shall complete training specifically related to social-emotional learning and restorative practices in accordance with Conn. Gen. Stat. § 10-233m.

VI. Graduated Response Model

Classroom Intervention - The classroom teacher plays a prominent role in guiding, developing and reinforcing appropriate student conduct and is acknowledged as the first line in implementing the school discipline code. As such, this model begins with a range of classroom management techniques that must be implemented prior to any other sanctions or interventions. Classroom intervention is managed by the teacher for behaviors that are passive and non-threatening such as dress code violations, and violations of classroom rules. SROs should not be involved at this level. More than three incidents of the same behavior, if not in the same day, could lead to School Administrator Intervention. Classroom intervention options might include redirection, reteaching, school climate initiatives, moving seats; and the teacher should initiate parental contact.

School Administration Intervention - Classroom interventions must be supported by school administrators who address more serious or repetitive behaviors and behaviors in school but outside of the classroom. Examples of behaviors at this level include repetitive patterns, defacing school property, truancy, threatening and behaviors in hallways, bathrooms, courtyards and school buses. Administration intervention options might include time in the office, after school detention, loss of privilege, reparation, and/or parent conference. SROs should not be involved at this level.

Assessment and Service Provision - When the behavior and needs of the student warrant, an assessment process and intervention with the use of school and community services is appropriate. This intervention is managed by the school administrator or school committee. Repetitive truancy or defiance of school rules, and behaviors that interfere with others such as vandalism or harassment belong at this level as well as misbehaving students who would benefit from service provision. Assessment and service intervention options should include any Classroom or School Administration interventions and might include referral to a Juvenile Review Board (JRB) or community service or program, suspension, expulsion or referral to court. Truant behavior should not lead to an out-of-school option. Police can be involved in their role on the JRB.

Law Enforcement Intervention - Only when classroom, school and community options have been found ineffective (or in an emergency) should the school involve the police, including the SRO. Involvement of the police does not necessarily mean arrest and referral to court. This intervention is managed by the police. Behaviors at this level must be violations of criminal law, but only after Classroom, School Administration and Assessment and Service interventions have been tried. Law enforcement options may include verbal warning; conference with the student, parents, teachers and/or others; referral to a JRB and/or community agencies; and referral to court.

VII. Uniform and Equipment of School Resource Officer

The SRO will wear his/her approved uniform with appropriate logos and name badges depending on the type of school activity and program and/or the request of the

school or the Town. The Hebron Schools will work with the Town of Hebron in developing a school duty uniform to be worn during the school day. As needed, the Town of Hebron may require that a full duty uniform be worn. It is understood that the SRO will carry their approved duty firearm, Taser and other Town-issued equipment. The Town and the Superintendent of Schools shall jointly set expectations and resolve any disputes in this area.

VIII. Law Enforcement Professionals/SRO Activity at School

The parties agree that employees of the Town and/or the assigned SRO ("Law Enforcement Professionals") need to follow certain protocols when on school grounds in non-emergency circumstances as follows. Law Enforcement Professionals will act through school administrators whenever they plan any activity on school grounds. Law Enforcement Professionals entering school grounds will be aware of the potential disruption of the educational process that their presence may cause. Prior to entering a school to conduct an investigation, arrest or search, Law Enforcement Professionals will consider the necessity of such action based on:

- The potential danger to persons;
- The likelihood of destruction of evidence or other property;
- The ability to conduct the investigation, arrest or search elsewhere.

When taking a student into custody, officers should make reasonable efforts to avoid making arrests or taking students into custody on the school premises.

Whenever possible, students should be taken into custody out of sight and sound of other students.

IX. Duties of the School District

The Hebron Schools shall provide to the SRO the following materials and facilities which are deemed necessary to the performance of the SRO.

- A desk, a chair and filing draws.
- On-site access to a computer terminal or computer hookup.
- On-site access to surveillance monitoring systems.
- On-site access to inspect and copy public records maintained by the school to the extent allowed by law.
- The SRO shall have on-site access to student record information in accordance with the Family Educational Rights and Privacy Act ("FERPA"), 20 USC 1232g.

X. Data Collection and Monitoring

The parties agree that they will provide baseline data for comparison purposes and

regularly collect, share, monitor and report data resulting from the implementation of this agreement.

Data Collection

On a quarterly basis, the following information will be collected:

- School-number and types of disciplinary actions, numbers and demographics of students involved, referrals to Law Enforcement Professionals.
- Town-number and types of school incidents for which Law Enforcement Professionals incident reports are written, Law Enforcement Professionals actions on incidents.

Monitoring and Oversight

On a regular basis and at least quarterly, the parties acknowledge and agree that the Chief of Police/Town Manager or designee for the Town and/or any other Town employees and the Superintendent of Schools will meet to provide oversight of the agreement and review relevant data and analysis. At least annually, the parties will discuss improvements to the agreement and/or its implementation.

XI. Dismissal of a School Resource Officer

In the event the school principal feels that the SRO is not effectively performing his/her duties and responsibilities, the principal shall contact the Superintendent of Schools. Within a reasonable amount of time after the Superintendent of Schools receives this information, the Superintendent of Schools shall notify the Town Manager. A meeting shall be conducted with the SRO to mediate or resolve any problems. The Town may remove the SRO from the assignment if necessary.

The Town and the Hebron Schools agree to provide their employees with training relative to this agreement and its purposes. The parties agree to maintain regular and open communication to evaluate the effectiveness of this agreement and suggest improvement or adjustments that may be necessary.


XII. Term of Agreement

This agreement is a three-year agreement, with a starting date of July 1, 2022, and may be terminated by both parties at any time by mutual written agreement, or by either party by providing written notice of termination to the other party by January 1 of any year, with such termination to be effective the following July 1.

This agreement constitutes a final written expression of all terms of this agreement and is a complete and exclusive statement of those terms. This agreement may be modified in writing by consent of both parties.

IN WITNESS WHEREOF, the parties have caused this agreement to be signed by their authorized officers.


Signed, sealed and delivered in the presence of:



Dr. Thomas Baird, Superintendent
Hebron Public Schools

3/18/22

Date



Heather Petit, Board of Education Chair
Hebron Board of Education

3/23/22

Date



Chief of Police/Town Manager
Town of Hebron

3/18/22

Date