

### **Mission Statement**

- To continue a cooperative community based policing relationship between South Windsor Police Services and South Windsor Public Schools.
- To maintain a safe cooperative learning environment for South Windsor's school students.

### **Memorandum of Understanding**

The following memorandum of understanding is between South Windsor Police Services and South Windsor Public Schools.

South Windsor Police Services and South Windsor Public Schools have formed a partnership for the purpose on integrating the use of a School Resource Officer at Timothy Edwards Middle School in the town of South Windsor.

This partnership is a continuation of a current partnership formed in 1999 with the introduction of a School Resource Officer into the South Windsor High School.

### **Goals and Objectives**

It is understood and agreed that South Windsor Public Schools and South Windsor Police Services officials share the following goals and objectives with regard to the School Resource Officer (SRO) Program:

1. To foster educational programs and activities that will increase student's knowledge of and respect for the law and the function of law enforcement agencies;
2. To encourage SROs to attend extra-curricular activities held at schools, when possible, such as PTA meetings, athletic events and concerts;
3. To act swiftly and cooperatively when responding to major disruptions and flagrant criminal offenses at school, such as: disorderly conduct by trespassers, the possession and use of weapons on campus, the illegal sale and/or distribution of controlled substances, and riots;
4. To report serious crimes that occur on school grounds and to cooperate with the law enforcement officials in their investigation of crimes that occur at school;
5. To cooperate with law enforcement officials in their investigations of criminal offenses which occur on and off school grounds; and
6. To encourage SROs to provide traffic control at schools when deemed necessary for the safety and protection of students and the general public.

### **Employment and Assignment of School Resource Officers**

South Windsor Police Services agrees to employ not less than 2 School Resource Officers (SROs) during the term of this agreement. The SROs shall be employees of The Town of South Windsor and shall be subject to the administration, supervision and control of South Windsor Police Services, except as such administration, supervision and control is subject to the terms and conditions of this Agreement.

1. The Town of South Windsor agrees to provide and to pay the SROs' salary and employment benefits in accordance with the applicable salary schedules and employment practices of South Windsor Police Services. The SROs shall be subject to all other personnel policies and practices of South Windsor Police Services and the Town of

South Windsor except as such policies or practices may have to be modified to comply with the terms and conditions of this Agreement.

2. The SROs shall be assigned by South Windsor Police Services as follows:

South Windsor High School – 1  
Timothy Edwards Middle School – 1

3. In the event an SRO is absent from work, the SRO shall notify both his supervisor in the South Windsor Police Department and the principal of the school to which the SRO is assigned.
4. During the school year SROs will be assigned to work hours that are compatible with the school hours of the assigned school. It is understood that the SROs work schedule may be adjusted in accordance with his/her involvement in other school activities.

#### **Chain of Command**

1. As employees of South Windsor Police Services, SROs shall follow the chain of command as set forth in the Operations Directives of South Windsor Police Services.
2. In the performance of their duties, SROs shall coordinate and communicate with the principal or the principal's designee of the school to which they are assigned.

#### **Grant Management**

1. South Windsor Police Services assumes primary responsibility for completing, reviewing and submitting the grant application.
2. The Town of South Windsor assumes primary responsibility for maintaining an accurate accounting of funds requested and expended in accordance with the conditions of this grant. The Town also assumes responsibility for completing all applicable financial reports associated with this grant.
3. South Windsor Police Services assumes responsibility for completing all reports associated and required by this grant.
4. The Chief of Police or his designee along with the school principal or his/her designee shall conduct an annual evaluation of the SRO program for each school. The results of such evaluation will be used to modify or otherwise amend the SROs responsibilities when appropriate.

#### **Community Policing Activities**

1. Crime Response. By employing a police officer as a School Resource Officer response to reports of crime and other calls for service in and around the school premise will be without delay.
2. Problem-solving to reduce crime and other incidents. Problem solving entails methods for addressing school/youth-related problems that may not be satisfactorily addressed through traditional incident-based response approaches. While it is understood that problem solving may or may not help solve a crime, it will address specific elements that allowed the crime or incident to occur.
3. Crime prevention. Crime prevention removes the opportunity for crime to occur. It encourages school staff/faculty and students to remain alert in their environment and to remove opportunities for crime to occur.
4. Early intervention. Early intervention entails longer-range approaches that focus on reducing problems that historically lead to student/school based crime and/or

disturbances. This intervention includes the administration of the Drug Abuse Resistance Education Program (D.A.R.E.) as well as continued partnerships with social service providers and school-based guidance counselors.

5. Restorative justice. Restorative justice is a philosophy of juvenile justice that aims to restore the victim, the community and the offender after a crime is committed. Examples of restorative justice programs include alternative sanctions for offenders such as community service, and the organization and maintenance of a Juvenile Review Board that hears less serious violations thus diverting a student offender away from the formal juvenile justice system.
6. Education. Involving the School Resource Officer in the classroom to present classes to students and staff on, but not limited to, police service, domestic violence, sexual harassment and violence prevention.
7. Safe school planning. SROs can contribute to improving the safety of the physical environment of a school. SROs can assess the school's structure to determine where potential problems exist. SROs are able to determine if the physical environment of the school might be contributing to the occurrence of such a problem and can then help develop plans to eliminate it. SROs can help identify the best ways to implement surveillance plans and can help make decisions concerning how to best use personnel and technology in plans that address the physical environment of a school.

#### Term of Agreement

This Memorandum of Understanding shall remain in effect for a term of one-year beginning July 1, 2000 and ending on May 31, 2000. This Memorandum of Understanding shall be renewed and extended annually for additional and successive one year terms unless notice of nonrenewal is given by either party, in writing, prior to June 1 of the initial or any succeeding term.

#### Signatures

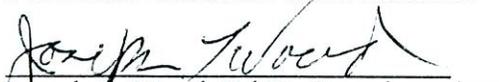
The parties hereto have caused this Memorandum of Understanding to be executed on JUNE 05 2000.

For the Town of South Windsor, CT:

  
Matthew B. Galligan, Town Manager

6/5/00  
Date

For South Windsor Public Schools:

  
Joseph L. Wood, Ed.D., Superintendent

6/5/00  
Date

For South Windsor Police Services:

  
Gary K. Tyler, Chief of Police

5 JUN 00  
Date