

SCHOOL RESOURCE OFFICER CONTRACT

Between the City of Ogdensburg (the "City")
And the
Ogdensburg City School District (the "School District")

I. Term of Contract

The term of this contract shall be sixty (60) months, to commence July 1, 2023 and to conclude June 30, 2026. However, to comply with applicable provisions of law, either party may notify the other party, in writing, no later than April 1 of each year of this contract, of its intention to terminate this contract as of the following June 30 in which case the remaining term of the contract shall be null and void. Failure to give such notice by April 1 will result in continuation of the terms and conditions set forth herein.

II. Service Provider

One Sergeant and two Patrolman of the Ogdensburg Police Department will serve as full-time school resource officers (SRO) under the chain of command established by the Ogdensburg Police Department. The day-to-day administrative tasks of the SRO will be assigned by the School Superintendent or their designee with the exception of those hours necessary for the officer to fulfill training obligations to ensure continued certification, mandatory training and professional development, 100% of the SRO's employment contract hours are available for service to the School District. The School Superintendent shall be given reasonable notification of the dates and times when the officer will be required to fulfill training/legal obligations. Absent unusual circumstances, sick leave or matters mutually agreed upon between the School Superintendent and the Chief of Police, only one SRO at any given time should be granted leave time during school hours.

Selection of the SRO would be through a panel evaluation of qualified applicants. The panel shall consist of an equal number of representatives appointed by the Board of Education, the Superintendent and the Chief of Police. This selection committee may be waived if the number of qualified applicants is less than or equal to the number of open positions and is agreed to by both parties. The SRO shall remain an employee of the City of Ogdensburg Police Department and be subject to the provisions of any executed City- UPSEU labor contract. The SRO is subject to the overall supervision of the Chief of Police, or his designee, and would report all criminal matters through the established chain of command.

Should the services of the selected SRO prove to be unsatisfactory to the Superintendent of Schools during the contract term, the Superintendent shall notify the City of Ogdensburg Chief of Police through a confidential service evaluation. Upon his concurrence, the Chief of Police will seek and, if available, provide alternative SRO candidates for selection by the panel.

III. Responsibilities

A. As directed by the Superintendent of Schools, including, but not limited to:

- 1) Build positive relationships with students and acts as an informal mentor;
- 2) Provide educational programs to students on a variety of topics including, but not limited to: drug and alcohol use, child abuse, the criminal justice system, law enforcement careers, domestic violence, dating violence, bullying, internet safety and sexting, suicide prevention, Halloween safety, conflict resolution, impaired and distracted driving;
- 3) Provide educational programs to staff and parents on a variety of topics including, but not limited to: internet safety, sexual abuse prevention, drug identification;
- 4) Serve as a resource to school officials when referring students to social service agencies;
- 5) Assist the school administration in enforcing the compulsory education law;
- 6) Provide informal consultation with students, parents and faculty members to assist them with problems they may have interfacing with law enforcement agencies;
- 7) Serve as a member of the District Safety Committee, along with other police personnel, and provide consulting advice to administrators on plans for safety, emergency preparedness, traffic flow, evacuation, lighting and video surveillance, as well as other safety/security concerns;
- 8) Monitor and test security systems on a daily basis, including reviewing all security cameras in the district to be sure they are working;
- 9) Confer with building-level administrators on a daily basis to develop plans and strategies to prevent and/or minimize dangerous situations or criminal behavior on or near the campus or involving students at school-related activities;
- 10) Provide training for all school personnel in emergency management procedures;
- 11) Assist school administrators with required safety drills and debriefings with staff following a drill or an actual emergency response;
- 12) Serve as a first responder in the event of a crisis or student safety emergency;
- 13) Provide security for special school events or functions, when requested to do so by the building-level administrator;
- 14) Act as a liaison to building-level administrators when investigating potential criminal violations occurring in the school or on school property;
- 15) Assist school administrators in conducting investigations of possible criminal conduct on school grounds and areas adjacent to school grounds, with the goals of establishing a deterrent to delinquent student behavior and promoting the safety of students, faculty and administration;

16) When permitted by law, the SRO will assist school administrators in conducting searches that may involve weapons, controlled substances or in situations where a student's emotional state may present a risk of harm to school administrators.

17) Enforce all applicable federal, state and local laws. Those matters, as determined by the SRO, in conjunction with the Superintendent, not reaching the threshold of violations, offenses and/or crimes as defined by federal, State or local law, shall be referred to the SCHOOL DISTRICT's administration and security personnel. Should it become necessary to conduct formal police activities involving a student, the SRO shall adhere to all applicable federal, State and local laws, Ogdensburg Police Department Policy and SCHOOL DISTRICT policy, provided that the SCHOOL DISTRICT policy does not contravene such laws.

18) The SRO shall not act as disciplinarian of the SCHOOL DISTRICT, but shall enforce the law as required by applicable federal, State and local law, and policies of the Ogdensburg Police Department. The SRO shall make the Superintendent and principals aware of such action, within twenty-four (24) hours of such action transpiring. When the SRO needs to request additional POLICE assistance, he/she will notify the Principal as soon as practicable.

19) Maintain detailed and accurate records of his/her operations, and shall make them available to the Principals and Superintendent, within a reasonable time after a request for such records has been made.

20) Investigate all Juvenile Cases in the City of Ogdensburg where the parties involved are students of the Ogdensburg City School District

21) Investigate any other incident that is mutually agreed upon by the School Superintendent and the Chief of Police that may be of mutual interest to the School District and the City of Ogdensburg

22 Adhere to all Board of Education and Building Policies.

23) Adhere to all Policies of the City of Ogdensburg and the Rules and Regulations of the Ogdensburg Police Department

B. The SRO shall work for the School District on all days that the teachers are required to report for work. The SRO may work additional days for the School District upon request of the Superintendent and the approval of the City of Ogdensburg Police Chief.

IV. Reimbursement Procedures

For the period July 1, 2023 through June 30, 2026 the School District shall pay the actual amount of the salary plus benefits payable to the SRO as outlined below, excluding overtime paid pursuant to paragraph 5:

2023 – 2024	\$265,000
2024 – 2025	\$275,000
2025 – 2026	\$285,000

Such sum for fiscal year 2023 - 2026 and succeeding fiscal years shall be payable in four (4) equal installments on or about October 1, January 1, April 1 and July 1 of each applicable year. In the event any overtime payments for the SRO are necessitated, by assignments pursuant to Section 5 of this Agreement, the City shall include said sum in quarterly billing statement.

V. Other School District Expenses

The School District will be responsible for the full cost of any overtime salary of the SRO incurred in the performance of SRO duties for the School District/SRO events or incidents.

The School District will be responsible for the additional, one-time overhead costs related to the addition of two SRO positions. These include but are not limited to police vehicles and configuration, computers, ballistic vests, duty gear, etc. It is estimated these costs should not exceed \$73,000. The City will bill these costs directly to the School District. In the event costs are expected to exceed the estimated value, the City will promptly notify the School District.

VI. Expiration of Contract

This contract will expire on June 30, 2026. Subsequent to the expiration of this SRO services agreement between the School District and the City, the Ogdensburg City School District Board of Education and the City of Ogdensburg City Council will consider the desirability for and terms of any SRO service contract renewal.

Ogdensburg City School District

City of Ogdensburg

By: _____
President (signature)
Ogdensburg City School
District Board of Education

By: _____
City Manager (signature)
City of Ogdensburg

Date Signed: _____

Date Signed: _____