

**MEMORANDUM
POLICE DEPARTMENT**

TO: Thomas Thomas, City Manager

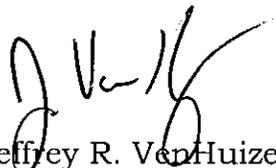
**SUBJECT: Authorization
RE: Contract for High School Liaison**

**NUMBER: 13-043
DATE: 08/23/13**

Attached is a one year contract with the Rock Island School District for the services of the High School Liaison Detective for the school year 2013/2014. The School Board has approved this contract.

Attachments: Police Liaison Detective Agreement
2013 – 2014 School Year

Recommendation: I recommend that the Council approve the one year contract and authorize the City Manger to approve.


SUBMITTED BY: Jeffrey R. VanHuizen
Chief of Police

**APPROVED:
DISAPPROVED:**

Thomas Thomas
City Manager

POLICE LIAISON DETECTIVE AGREEMENT

2013 – 2014 SCHOOL YEAR

THIS AGREEMENT, entered into this 22 day of August, 2013 by and between the City of Rock Island (hereinafter referred to as "Rock Island") and the Board of Education of Rock Island-Milan School District 41, Rock Island County, Illinois, (hereinafter referred to as "Board").

WITNESSETH

WHEREAS, the Board wishes to have available the services of a Police Detective from the City of Rock Island who will act as a Police Liaison Detective in the Rock Island High School maintained by the Board.

WHEREAS, Rock Island is willing to supply services of such a Police Liaison Detective under certain terms and conditions as hereinafter set forth:

IT IS THEREFORE STIPULATED, COVENANTED AND AGREED by and between the parties hereto in consideration of the mutual covenants contained herein as follows:

1. Beginning on the first day that school is in session in the fall of 2013 and continuing for each day school is in session until the last day of school in the spring of 2014, the City of Rock Island will assign a Police Detective to the Rock Island High School from 7:30 a.m. to 3:30 p.m.
2. While at Rock Island High School, the Police Liaison Detective shall cooperate with the employees of the Board of Representatives in carrying

out Police Liaison Detective duties, but shall always remain subject to the ultimate jurisdiction and direction of the Chief of Police of the Rock Island Police Department or his designee.

3. In the event, that for any reason whatsoever, the schools become dissatisfied with the service by the assigned Police Liaison Detective, the representatives of the Rock Island Police Department and representatives of the Board shall work together to resolve the matters and/or ensure the assignment of a replacement.
4. At all times, referred to herein, the Police Liaison Detective shall remain an employee of the Rock Island Police Department which shall be fully responsible for all employee-related obligations.
5. The Board shall reimburse the City of Rock Island for 50 per cent of the annual salary, benefits, and police squad expenses of the Liaison Detective which includes the 180 days that he will report to the Rock Island High School Campus. Estimated Expenses for the 2013/2014 School Year: Salary: \$66,230.32, Health Benefits: \$14,652.82, Medicare: \$960.34, Work Comp: \$256.64, Clothing Allowance: \$750.00, Pension: \$23,021.66, Squad Car: \$5,259.00 for a total of \$111,130.78.
6. Each of the parties hereto have the right to terminate this agreement at the end of any month during the term of this agreement by giving a thirty (30) day written notice of same to the other party.

7. The training, experience and other qualifications of the Police Liaison Detective shall be established by the Chief of Police.
8. The Police Liaison Detective must conduct him/herself in a professional manner and must maintain the high level of respect and integrity within the school community. As a Juvenile Detective, the Police Liaison Detective must maintain a caring attitude towards students and remain sensitive to the problems of students and staff in the school environment.
9. When functioning as the Police Liaison Detective, the Detective shall normally be dressed in plain clothes, except on those occasions when, in the judgment of the school principal or his designated representative, the standard police uniform would be more appropriate. In these cases the principal or his designee shall notify the Police Detective's supervisor at least 24 hours in advance of the request.
10. The police Liaison Detective is primarily a police Detective and as such is at all times under the command of his designated police department superiors. However, during those hours in which the Detective is assigned to Rock Island High School as the Police Liaison Detective, he shall report to the principal or his designee for job assignments. However, at all times the Police Liaison Detective is under the direct supervision of police department personnel.

11. The position of Police Liaison Detective is a staff liaison position and is considered an integral part of the pupil personnel services of the high school. Specifically, the position is a part of the Student Affairs Office under the immediate supervision of Rock Island High School Administration, and in this relationship the Detective's duties (non criminal) are under the authority and responsibility of the principal of Rock Island High School.

12. The Police Liaison Detective shall not be responsible for the enforcement of high school or school district policies, but shall assist the staff in said enforcement when requested to do so.

13. As a member of the school staff, the Police Liaison Detective:

- a. Serves as the liaison between Rock Island High School and the Rock Island Police Department, promotes the development of effective communication between the school and legal authorities, and coordinates the provision of police services to the school.
- b. Serves as a consultant to School District No. 41 in matters of crime prevention, law enforcement, community youth services and other related matters.
- c. Performs pro-active work with the school personnel to prevent crime on school grounds, to protect students and staff, and to provide a safe and secure school environment. In this role the liaison Detective patrols the school and grounds, monitors pedestrian and vehicular traffic on school grounds, and prevents loitering and trespassing on school property when requested to do so.

- d. Conducts and/or coordinates the police investigation of incidents involving Rock Island High School, its staff and students. The Detective's primary responsibility is to Rock Island High School. Under emergency situations the Detective will also investigate other cases or perform other duties assigned by his designated police department supervisor.
- e. As a Police Juvenile Detective, the Police Liaison Detective must develop and maintain a familiarity with community delinquency patterns, trouble spots, and other youth and community problems.
- f. Confers with and assists deans, counselors, and other school staff concerning individuals, families and neighborhoods in the early identification of troubled, neglected, or abused youths and delinquent behavior.
- g. Participates in providing advice and guidance to students and parents and assists in referral to appropriate community services.
- h. Assists school staff in the prevention of truancy, in processing truancy cases, and in making home visits when requested.
- i. Assists school staff in the supervision of extra-curricular activities as requested.
- j. Performs other duties as assigned by Rock Island High School Administration or by his designated police department supervisor.
- k. The Police Liaison Detective shall take appropriate action upon becoming aware of the commission of a criminal act either by witnessing this act in progress or receiving a report from an employee of the school, victim, or victim's parent/guardian.

IN WITNESS THEREOF, the parties have caused the agreement to be executed by their duly authorized officials.

ROCK SLAND-MILAN SCHOOL DIST. 41

CITY OF ROCK ISLAND

By: _____

By: _____

Name: Mike Oberhaus

Name: Thomas Thomas

Title: Superintendant of Schools

Title: City Manager

Date: _____

Date: _____