

**MEMORANDUM  
POLICE DEPARTMENT**

**TO: John Phillips, City Manager**

**SUBJECT: Authorization**

**NUMBER: 11-051**

**RE: Contract for School Resource Officer**

**DATE: August 2<sup>nd</sup>, 2011**

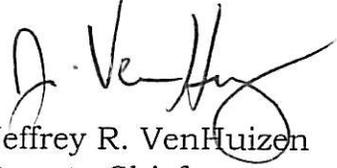
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Attached is a one year contract with the Rock Island School District for the services of the School Resource Officer for the school year 2011/2012. The School Board has approved this contract. There are no changes from last year's contract.

Attachments: School Resource Officer Agreement  
2011 - 2012 School Year

Recommendation:

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

  
**SUBMITTED BY:** Jeffrey R. VenHuizen  
Deputy Chief

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**APPROVED:**  
**DISAPPROVED:**

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John C. Phillips  
City Manager

# SCHOOL RESOURCE OFFICER AGREEMENT

## 2011 - 2012 SCHOOL YEAR

**THIS AGREEMENT**, entered into on this 27<sup>th</sup> day of July, 2011 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 Officer from the City of Rock Island who will act as a School Resource Officer in the Rock Island Elementary, Junior High and Alternative Schools maintained by the Board.

**WHEREAS**, Rock Island is willing to supply services of such a School Resource Officer 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 2011 and continuing for each day school is in session until the last day of school in the Spring of 2012, the City of Rock Island will assign a School Resource Officer to the above mentioned schools from 8 a.m. to 4 p.m.

2. While at the assigned schools, the School Resource Officer shall cooperate with the employees of the Board representative in carrying out the School Resource Officer 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 school officials become dissatisfied with the service by the assigned School Resource Officer, 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 School Resource Officer 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 **\$30,000.00** towards the School Resource Officer's annual salary, benefits, and police squad expenses of the School Resource Officer which includes the 180 days that he will report to the Rock Island Schools.

6. Any activity that requires the use of overtime will have to have prior approval from the School Resource Officer's supervisor. If the School Resource Officer is requested to work at extra-curricular or sporting events it will be the responsibility of the school administration to pay for these services at the current off duty officer rate of pay.
7. The school administration will provide the School Resource Officer with an office space, school computer and cell phone.
8. 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.
9. The training, experience and other qualifications of the School Resource Officer shall be established by the Chief of Police.
10. The School Resource Officer must conduct him/herself in a professional manner and must maintain a high level of respect and integrity within the school community. As a Juvenile Officer, the School Resource Officer must maintain a caring attitude towards students and remain sensitive to the problems of students and staff in the school environment.

11. When functioning as the School Resource Officer, the Officer shall normally be dressed in uniform, except on those occasions when, in the judgment of the school principals or their designated representatives, plain clothes would be more appropriate. In these cases the principals or their designees shall notify the School Resource Officer's supervisor at least 24 hours in advance of the request.
  
12. The School Resource Officer is primarily a police officer and as such is at all times under the command of his designated police department superiors. However, during those hours in which the Officer is assigned to Rock Island Schools as the School Resource Officer, he shall report to the principals or their designees for job assignments. However, at all times the School Resource Officer is under direct supervision of Rock Island Police Department personnel.
  
13. The position of School Resource Officer is a staff resource position and is considered an integral part of the Pupil Personnel Services of School District #41. Specifically, the position is a part of the Student Affairs Office under the immediate supervision of Rock Island School Administration, and in this relationship the Officer's duties (non criminal) are under the authority and responsibility of the principals of Rock Island Schools.

14. The School Resource Officer shall not be responsible for the enforcement of school district policies, but shall assist the staff in said enforcement when requested to do so.
  
15. As a member of the school staff, the School Resource Officer:
  - a. Will work with school administration and staff in developing curriculum and providing instruction to students of District #41 which includes safety programs, components of the D.A.R.E. program and any other topic that would benefit the school district and the police department.
  - b. Serves as the resource between Rock Island Schools and the Rock Island Police Department, promotes the development of effective communication between the schools and legal authorities, and coordinates the provision of police services to the schools.
  - c. Serves as a consultant to School District No. 41 in matters of crime prevention, law enforcement, community youth services and other related matters.
  - d. Performs pro-active work with 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 School Resource Officer 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.

- e. Facilitates the reporting of incidents involving Rock Island Schools, their staff and students. The Officer's primary responsibility is to Rock Island Schools. Under emergency situations the Officer will perform other duties assigned by his designated police department supervisor.
- f. As a School Resource Officer, the School Resource Officer must develop and maintain a familiarity with community delinquency patterns, trouble spots, and other youth and community problems.
- g. Confers with school staff concerning individuals, families and neighborhoods in the early identification of troubled, neglected or abused youths and delinquent behavior.
- h. Participates in providing advice and guidance to students and parents and assists in referral to appropriate community services.
- i. Assists school staff in the prevention of truancy, in processing truancy cases, and in making home visits when requested.
- j. Assists school staff in the supervision of extra-curricular school activities as requested.
- k. Performs other duties as assigned by Rock Island Schools Administration or by his designated police department supervisor.
- l. The School Resource Officer 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 ISLAND-MILAN SCHOOL DIST. 41

CITY OF ROCK ISLAND

By: 

By: \_\_\_\_\_

Name: Mike Oberhause

Name: John C. Phillips

Title Superintendent of Schools

Title City Manager

Date: 7/27/11

Date: \_\_\_\_\_