

## SCHOOL RESOURCE OFFICER

This Agreement is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ by Lake Washington School District (referred herein as "District"), and the City of Redmond (referred to herein as "City"), for the purpose of establishing a School Resource Officer (referred to herein as "SRO") program in the public school system in the City of Redmond. In consideration of the terms and conditions set forth herein, the parties agree as follows

### ARTICLE I

PURPOSE. The purpose of this agreement is for the City of Redmond to provide contract services in the form of SRO's to the District. The services provided include law enforcement and related services as described in this agreement

### ARTICLE II

OBLIGATION OF THE CITY. The City shall provide SRO police officers as follows:

- (A) Provision of an SRO. The City shall assign a regularly employed officer to each of the following areas of coverage: Redmond High School, Redmond Middle School and Rose Hill Middle School. Total officers equal to three (3).

Although generally assigned to the above-named middle and high schools, the SRO's may provide coverage to other nearby schools and areas surrounding the principal campus identified. The services provided by the SRO's are in addition to normal police services already provided by the City.

- (B) Selection of an SRO. The Chief of Police, with input from the District, shall choose the SRO to be assigned on the basis of the following minimum criteria:
- (1) The SRO must have the ability to deal effectively with a diverse student population.
  - (2) The SRO must have the ability to present a positive image and symbol of the entire police agency. A goal of the SRO program is to foster a positive image of police officers among young people. Therefore, the personality, grooming, and communication skills of the SRO should be of such nature so that a positive image of the police agency is reflected. The SRO should sincerely want to work with staff and students of the particular school in which the SRO is assigned.
  - (3) The SRO must have the ability to provide good quality educational services in the area of law enforcement. The education background, background experience, interest level, and communication skills of the

SRO must be of a high caliber so that the SRO can effectively and accurately provide resource teaching services.

- (4) The SRO must have the desire and ability to work cooperatively with the principal and other building administrative staff and employees.
  - (5) The SRO must be a state certified law enforcement officer.
- (C) Regular School Duty. The SRO must be available for regular school duty on a full-time basis of eight (8) hours on those days and during those hours that school is in session and as mutually agreed to by the Chief of Police and the District. This assignment does not prohibit the SRO from participating in emergency response or to fulfill training requirements as determined to exist by the Chief of Police or designee. The SRO must be available on a first call basis and/or for other needs as determined by the Chief of Police.
- (D) Duties of SRO. While on duty, the SRO shall perform the following duties:
- (1) Speak to classes on the law, including search and seizure, criminal law, motor vehicle law, and other topics mutually agreed to by the Chief of Police or designee and principal or designee.
  - (2) Act as a resource person in the area of law enforcement education.
  - (3) Conduct criminal investigations of violations of the law on school district property or property immediately surrounding the school district property as assigned by Police Department.
  - (4) Provide law enforcement input into school-based security, including teaching of school district security personnel. Review fencing and security systems and make recommendations to appropriate District staff.
  - (5) Assist the District in maintaining the peace on school district property.
  - (6) Make arrests and referrals of criminal law violators.
  - (7) Provide police counseling to students when requested by the principal or designee and student and mutually agreed to by all parties.
  - (8) Secure, handle and preserve evidence.
  - (9) Recover school district property through working with other police agencies.

- (10) Make referrals to social agencies as appropriate.
  - (11) Wear official police uniform which shall be provided at the expense of the City; however, civilian attire may be worn on such occasions as may be mutually agreed upon by the principal and police command.
  - (12) Perform such other duties as mutually agreed upon by the principal and Chief of Police or designee, so long as the performance of such duties is legitimately and reasonably related to the SRO program as described in this agreement, and so long as such duties are consistent with state and federal law and the policies and procedures of the Police Department and the Lake Washington School District.
  - (13) Follow and conform to all school district policies and procedures that do not conflict with the policies and procedures of the Police Department.
  - (14) Follow all state and federal laws.
  - (15) Maintain a “quarterly activities report” or such other report regarding SRO activities as may be required by the District and the City.
  - (16) Coordinate with other Police Department Youth Service Providers (Police Partners, Community Resources, etc.) to ensure consistency and continuity of all services.
  - (17) Attend all Police Department mandated training as required to maintain law enforcement qualifications and certifications.
- (E) Compliance with RCW 28A.320.124. The SRO understands, and agrees to, the following:
- (1) The SRO must provide documentation that the SRO has received training in compliance with RCW 28A.320124, including:
    - (a) Constitutional and civil rights of children in schools, including state law governing search and interrogation of youth in schools;
    - (b) Child and adolescent development;
    - (c) Trauma-informed approaches to working with youth;
    - (d) Recognizing and responding to youth mental health issues;
    - (e) Educational rights of students with disabilities, the relationship of disability to behavior, and best practices for interacting with students with disabilities;
    - (f) Collateral consequences of arrest, referral for prosecution, and court involvement;

(g) Resources available in the community that serve as alternatives to arrest and prosecution and pathways for youth to access services without court or criminal justice involvement;

(h) Local and national disparities in the use of force and arrests of children;

(i) De-escalation techniques when working with youth or groups of youth;

(j) State law regarding restraint and isolation in schools, including RCW 28A.600.485;

(k) Bias free policing and cultural competency, including best practices for interacting with students from particular backgrounds, including English learners, LGBTQ, immigrants, females, and nonbinary students;

(l) The federal family educational rights and privacy act requirements including limits on access to and dissemination of student records for noneducational purposes. (FERPA; 20 U.S.C. Sec 1232(g);

(m) Restorative justice principles and practices.

(2) The SRO is not to become involved in any formal student discipline situations that are the responsibility of the school administrators;

(3) The SRO acknowledges the role of an SRO as a teacher, informal counselor, and law enforcement officer;

(4) The SRO recognizes that a trained SRO knows when to informally interact with students to reinforce school rules and when to enforce the law;

(5) The SRO will provide data regarding calls for law enforcement service and the outcome of each call, including student arrest and referral for prosecution, disaggregated by school and offense type, race, gender, age, and students who have an IEP or 504 plan.

(F) Support Services to be provided by Police Department. The Police Department and the SRO will supply the following services:

(1) To receive and dispatch via telephone, walk-in, radio, district radio frequency, and/or pager.

(2) Maintain and file uniform crime reporting (UCR) records according to law.

- (3) Process all police reports.
  - (4) Provide coordination, development, implementation, and evaluation of security programs in the school assigned.
  - (5) Provide each SRO with a patrol automobile as required and all other necessary or appropriate police equipment. The cost of purchasing, maintaining, and repairing police equipment provided under this agreement shall be borne by the City.
  - (6) Maintain copies of reports generated by officers in compliance with state and federal law.
  - (7) Coordinate with school administrators, staff, law enforcement agencies, and the courts to promote order on the school campuses.
  - (8) Make presentations to civic groups when authorized by the SRO's supervisor.
  - (9) Maintain criminal justice standards as required by law.
  - (10) Coordinate and participate with the school safety committee.
  - (11) Coordinate crime prevention activities at the assigned school locations.
  - (12) Provide security training for selected District Personnel.
- (G) No Special Duty. The parties do not intend to create any "special relationship" or "special duty" by entering into this agreement. The City of Redmond expressly disclaims any guarantee as to the safety or security of persons or property at the District's schools and makes no representations or warranties as to such safety or security by entering into this agreement. Specifically, the parties understand and agree that the City of Redmond has no greater duty with regard to the safety and security of persons or property at the District's schools than it does with regard to the general public in providing law enforcement services throughout the City. The provisions of this agreement are for the benefit of the City and the District only, and do not create any rights of or duties to third parties.

### ARTICLE III

The parties agree the responsibility for an administration of student discipline shall be the duty of the District and the SRO shall not be involved in formal school discipline.. If families have a complaint related to school resource officers, they should use the

grievance process of the District for the investigation and response to such complaints.

#### ARTICLE IV

The SRO shall be an employee of the City and not an employee of the District when performing the duties of the SRO under this Agreement. The City shall be responsible for the hiring, training, discipline, and dismissal of its personnel.

This agreement does not prevent the District from hiring an individual serving as an SRO to perform duties that are not the duties of the SRO set forth in this agreement, e.g., the employment of an individual who also serves as an SRO to coach athletics, drive a school bus, or otherwise serve the District in a capacity other than that of an SRO. Such employment shall be completely separate from and not controlled by this agreement. If the District chooses to employ an individual serving as an SRO to perform duties that are not duties of the SRO under this agreement, the individual shall at all times during such employment be solely an employee of the District and not an employee of the City. During such employment, the District shall be solely responsible for the compensation, training, discipline, and dismissal of such individual and solely responsible for the individual's acts, errors, or omissions in performing the duties of such employment.

#### ARTICLE V

In consideration of the services provided herein, the District shall pay a prorated annual sum of \$ 74,000.00 to the City of Redmond. On or before June 30, 2021, the City of Redmond will bill the Lake Washington School District the prorated amount of \$74,000.00. No other consideration will be required during the term of this agreement for in-school services called for herein.

#### ARTICLE VI

The parties, their agents, and employees will cooperate in good faith in fulfilling the terms of this agreement. Unforeseen difficulties in questions will be resolved by negotiations between the Superintendent/designee of the District and the Chief of Police or designee. The designated representatives will meet at least annually, or as needed, to resolve potential conflicts.

#### ARTICLE VII

Changes in the terms of this agreement may be accomplished only by a formal amendment in writing approved by the City and the District.

#### ARTICLE VIII

To dismiss an SRO from the duties described in this agreement, the Superintendent or designee shall communicate in writing to the City a request to change the SRO. The District will outline reasons for the requested change. Absent agreement by the

parties to resolve a change in the SRO, the SRO shall be replaced as soon as possible depending upon the training needs and availability of a replacement.

#### ARTICLE IX

The term of this agreement shall commence September 1, 2020, and end on June 30, 2021. The District shall receive the SRO services described in Article II for the full term of this agreement.

#### ARTICLE X

Notwithstanding this agreement, the District shall receive all normal police services and all neighborhood resource officer services in addition to the services described in this agreement.

#### ARTICLE XI

The District shall provide the SRO, in each school to which the SRO is assigned, the following materials and facilities necessary to perform the duties by the SRO, enumerated herein:

- (1) Access to a private office which is properly lighted, with a dedicated telephone to be used for general business purposes.
- (2) Location for files and records which can be properly locked and secured.
- (3) A desk with drawers, a chair, a working table, a filing cabinet, and necessary office supplies.
- (4) A computer will be supplied to the SRO officer.

#### ARTICLE XII

The City and District will collaborate on identifying and accessing funding sources for the SRO program that include, but are not limited to, state and federal grants.

#### ARTICLE XIII

INDEMNIFICATION. The City shall indemnify and hold harmless the School District and its officers, agents and employees, or any of them from any and all claims, actions, suits, liability, loss, costs, expenses and damages of any nature whatsoever, by reason of or arising out of any act of omission of the City, its officers, agents and employees, or any of them, in the performance of this Agreement. In the event that any such suit based upon such a claim, action, loss or damage is brought against the

School District, the City shall defend the same at its sole cost and expense; provided, that the School District reserves the right to participate in such suit if any principle of government or public laws is at issue. If final judgment be rendered against the School District and its officers, agents and employees, or any of them, or jointly against the School District and the City and their respective officers, agents and employees, or any of them, the City shall satisfy the same.

In executing this Agreement, the City does not assume liability or responsibility for or in any way release the school District from any liability or responsibility which arises in whole or in part from the existence or effect of School District policies, procedures, rules or regulations. If any cause, claim suit, action or administrative proceeding is commenced in which the enforceability and/or validity of any such School District policy, procedure, rule or regulation is principally at issue, the School District shall defend the same at its sole expense and if judgment is entered or damages are awarded against the School District, the City or both, the School District shall satisfy the same, including all chargeable costs and attorney's fees.

The School District shall indemnify and hold harmless the City and its officers, agents and employees, or any of them, from any and all claims, actions, suits, liability, loss, costs, expenses and damages of any nature whatsoever, by reason of or arising out of any act or omission of the District, its officers, agents and employees, any of them, in the performance of this Agreement. In the event that any suit based on such a claim, action, loss or damage is brought against the City, the School District shall defend the same at the sole costs and expense; provided that the City retains the right to participate in said suit if any principle of government law is at issue; and if final judgment be rendered against the City and the School District and their perspective officers, agents and employees, or any of them, the School District shall satisfy the same.

#### ARTICLE XIV

TERMINATION. This agreement may be terminated by either party upon thirty (30) days written notice that the other party failed to substantially perform in accordance with the terms and conditions of this agreement through no fault of the party initiating termination. In the event this agreement is terminated, compensation will be made to the City for all services performed to the date of termination. The District will be entitled to a prorated refund in accordance with the formula contained in Article IX for each day that the SRO services are not provided because of termination of this agreement.



\_\_\_\_\_  
Wendy Kessler  
Purchasing Manager  
Lake Washington School District  
(425) 936-1423

Date \_\_\_\_\_

\_\_\_\_\_  
Name  
Mayor or Other Title  
City of \_\_\_\_\_  
Phone Number

Date \_\_\_\_\_

3/25/21