



CITY OF WHEATLAND

CITY COUNCIL MEETING STAFF REPORT

August 10, 2021

SUBJECT: Council discussion and consideration of adopting a resolution approving an agreement with Wheatland Union High School District for a part-time School Resource Officer

PREPARED BY: Damiean Sylvester, Police Chief

Recommendation

Adopt a resolution approving the agreement between the City of Wheatland and Wheatland Union High School District (WUHSD) for one part-time School Resource Officer and directing the City Manager to execute the agreement.

Background

In the spring of 2021, the Police Department was approached by the WUHSD Superintendent about the ability of the department to provide a part-time School Resource Officer on campus at Wheatland Union High School two days a week. WUHSD secured a two-year grant allowing them to fund one, part-time School Resource Officer, twice a week for 8 hours each day.

The School Resource Officer program provided by the City of Wheatland would enhance the safe and positive learning environment within WUHSD, promote a positive working relationship with school staff members to prevent juvenile delinquency, promote positive attitudes regarding the police role, and inform students of their rights and responsibilities as lawful members of the community. This is accomplished through the assignment of one, Wheatland Police Officer to High School campus.

Under the proposed agreement WUHSD will pay for the costs (maximum 16 hours per week for 37 weeks), and City agrees to assign one Police Officer, including necessary equipment, to serve as the School Resource Officer (SRO) at Wheatland Union High School.

The SRO shall:

- Present a positive image of the law enforcement profession.

- Provide students a better understanding of the nature and function of law enforcement, making classroom presentations, as requested.
- Participate in student counseling sessions and parent conferences, when appropriate.
- Provide technical assistance to school administrators.
- Serve as a liaison between the Police Department and the School District.
- Investigate most crimes that occur on school campuses.
- Deter criminal activity and disruptive behavior during school hours, including during school sponsored activities.

WUHSD shall reimburse the City up to \$35,230 fiscal year 2021 and \$36,882 fiscal year 2022 to the City toward the cost of the SRO program, as well as assign one school administrator at the high school to coordinate the activities of the SRO on campus. The WUHSD reimbursement would be based on the actual hours of service provided.

On the days the School Resource Officer is at the High School, a Reserve Police Officer will fill their patrol shift so staffing levels remain the same.

The term of this Agreement shall be for two years, beginning July 1, 2021, through and including June 30, 2023. However, either WUHSD or City may terminate this Agreement upon giving thirty (30) days written notice to the other party.

Alternatives

The City Council may choose not to approve the agreement, therefore not providing one part-time School Resource Officer to WUHSD.

Fiscal Impact

WUHSD is paying for the service, therefore there is no financial impact to the General Fund

Attachments

1. Resolution – School Resource Officer Agreement 2021-2023 with Agreement
2. School Resource Officer Job Description

RESOLUTION NO. 30-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHEATLAND APPROVING AN AGREEMENT BETWEEN THE CITY OF WHEATLAND AND THE WHEATLAND UNION HIGH SCHOOL DISTRICT TO ESTABLISH THE SCHOOL RESOURCE OFFICER PROGRAM, AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT ON BEHALF OF THE CITY

WHEREAS, the City of Wheatland and the Wheatland Union High School District desire to establish the School Resource Officer program; and

WHEREAS the establishment of a School Resource Officer (SRO) program has merit in terms of student education, community relations, and school security; and

WHEREAS The SRO program enhances the safe and positive learning environment within the District, promotes a positive working relationship with school staff members to prevent juvenile delinquency, and promotes positive attitudes regarding the police role and informs students of their rights and responsibilities as lawful members of the community, and

WHEREAS both City and District see it in the best interests of the Wheatland community to establish an SRO Program; and

WHEREAS, both entities recognize the need to formalize an agreement.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council hereby approves the agreement between the City of Wheatland and the Wheatland Union High School District for the term of July 1, 2021, to June 30, 2023 in substantially the form of Exhibit A hereto, and further authorizes and directs the City Manager to execute the agreement on behalf of the City.

PASSED AND ADOPTED by the City Council of the City of Wheatland on the 10th day of August 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

BY: _____
Rick West, Mayor

ATTEST:

Lisa J. Thomason, City Clerk

AGREEMENT

SCHOOL RESOURCE OFFICER PROGRAM CITY OF WHEATLAND AND WHEATLAND UNION HIGH SCHOOL DISTRICT

Agreement is made by and between the City of Wheatland, hereinafter called "City," and the Wheatland Union High School District, hereinafter called "District";

WHEREAS the establishment of a School Resource Officer (SRO) program has merit in terms of student education, community relations, and school security; and

WHEREAS The SRO program enhances the safe and positive learning environment within the District, promotes a positive working relationship with school staff members to prevent juvenile delinquency, and promotes positive attitudes regarding the police role and informs students of their rights and responsibilities as lawful members of the community, and

WHEREAS both City and District see it in the best interests of the Wheatland community to establish an SRO Program.

NOW, THEREFORE, IT IS HEREBY AGREED THAT:

1. The Wheatland Police Department (Police Department) will assign an officer to serve as an SRO to the Wheatland Union High School District for 2 days a week (16 hours per week) during the 2021-22 and 2022-23 school years. District acknowledges and understands 16 hours per week is a goal and actual hours may vary depending on priority staffing needs within Police Department.
2. Police Department will provide all necessary equipment required by the SRO to perform the duties required.
3. The SRO, under supervision of the Police Department, will perform law enforcement duties on the campus during the school year. The intent of the Police Department is to have the SRO on campus 2 days a week when school is in session. The SRO will comply with and adhere to the SRO Job Description attached hereto. The SRO shall:
 - a. Present a positive image of the law enforcement profession.
 - b. Provide students a better understanding of the nature and function of law enforcement, making classroom presentations, as requested.
 - c. Participate in student counseling sessions and parent conferences, when appropriate.
 - d. Provide technical assistance to school administrators.
 - e. Serve as a liaison between the Police Department and the School District.
 - f. Investigate most crimes that occur on school campuses.

- g. Deter criminal activity and disruptive behavior during school hours, including during school sponsored activities.
- 4. Police Department shall select the SRO and assign them to the schools. In the event the principal of the school to which the SRO is assigned feels that the particular SRO is not performing his or her duties and responsibilities effectively, the principal shall contact the SRO supervisor. Within a reasonable amount of time after receiving the information from the principal, the SRO supervisor shall advise the Chief of Police of the principal’s concern. If the Chief of Police desires, the principal and the Chief of Police or their designees, shall meet with the SRO to mediate or resolve any problems or concerns. The Chief of Police, in his sole discretion, may reassign a SRO in accordance with the policies of the Police Department.
- 5. District agrees to pay the City annually as follows:
 - a. For the 2021-22 school year, City will invoice District on June 15, 2022 for an amount not to exceed \$35,230. The invoice will be for the actual cost of services rendered during the school year. District will pay City no later than June 30, 2022.
 - b. For the 2022-23 school year, City will invoice District on June 15, 2023 for an amount not to exceed \$36,882. The invoice will be for the actual cost of services rendered during the school year. District will pay City no later than June 30, 2022.
 - c. Should this agreement be terminated prior to June 30, 2023, District will pay City within 30 days for any balance that may be owed.
- 6. District will assign one school administrator at the high school to coordinate the activities of the SRO at each campus. This administrator will provide input to the Police Department supervisor responsible for evaluating the performance of the SRO.
- 7. The term of this Agreement shall be for two years, beginning July 1, 2021 through and including June 30, 2023. However, either the District or City may terminate this Agreement upon giving thirty (30) days written notice to the other party.

CITY OF WHEATLAND

WHEATLAND UNION HIGH SCHOOL DISTRICT

Jim Goodwin, City Manager

Nicole Newman, Superintendent

Date

Date