

MEMORANDUM OF UNDERSTANDING AMONG SCHOOL BOARD OF THE CITY OF ROANOKE, CITY OF ROANOKE POLICE DEPARTMENT, AND CITY OF ROANOKE SHERIFF'S OFFICE FOR SCHOOL RESOURCE OFFICER AND DEPUTY PROGRAM

I. PURPOSE AND PREAMBLE

The School Board of the _____ of the Parties regarding the use of school resource officers ("SROs"). The purpose of this MOU is to establish a mutually beneficial partnership (School-Law

Enforcement Partnership (the "Partnership")) that both SCHOOL BOARD and law enforcement can work within to achieve shared goals. The purpose of the Partnership is to foster relations of mutual respect and understanding in order to build a positive and safe school environment and to facilitate effective, timely communication and coordination of efforts for both SCHOOL BOARD and RPD and RCSO.

This MOU is intended only to outline expectations between SCHOOL BOARD, RPD, and RCSO. It is not intended to create contractual or equitable obligations on the part of SCHOOL BOARD or the RPD or RCSO toward particular students, parents, SCHOOL BOARD or RPD and RCSO employees, or any other third parties.

The Parties agree the vast majority of student misconduct can be best addressed through classroom and in-school strategies. The Parties acknowledge tha..6 (e)yof

RPD will emphasize

- Student Services
- b. RPD and RCSO Supervisors, and
 - c. SROs.

II. GOALS

The primary goals of the Partnership and this MOU are to:

- (i) To promote positive, and supportive school climates, and
- (ii) To create and maintain safe and secure school environments.

To promote positive and supportive school climates, RCPS and RPD and RCSO will collaborate to increase law-related education, expand school safety and crime prevention efforts, reduce conflict, and support effective interventions for students.

To create and maintain safe and secure school environments, RCPS and RPD and RCSO will collaborate to reduce and prevent crime, violence, victimization, and fear in and around schools, and minimize student involvement with the juvenile and criminal justice systems.

III. EVALUATION OF THE SCHOOL-LAW ENFORCEMENT PARTNERSHIP

The RCPS Data and Analysis Department in conjunction with RPD ISTAR Unit shall track all measurable objectives of the Partnership which will be developed jointly using:

- Student dis9 (o.6 (ac)4.4 (k al))0.5 (H(k al)15.1 (l)]TJ0 Tc 0 Tw 39li4.6 345 Tm 23 0 Td((na)2.0B6 0 Td[(w)3.1 (h).0

RCPS will handle discipline within the school disciplinary process without involving SROs. RCPS policies, administrative guidance, training, and ongoing oversight will clearly communicate that school administrators and teachers are responsible for school discipline.

(1) Directly relevant to a criminal investigation in a matter that

3. School Special Education Program Staff's Responsibilities:

As previously provided herein, RCPS will handle discipline within the school disciplinary process without involving SROs. When dealing with students with disabilities this is particularly critical. RCPS special education program staff are specially trained to address behaviors that may be

following criteria should be considered by commanders when selecting officers for the program:

- Police Officer or Deputy, per RPD and RCSO policies, demonstrating the following:
 - o Ability to work with diverse groups;
- Ability to work cooperatively in a non-law enforcement environment with limited direct supervision;
- Knowledge of RPD's policies that pertain to juveniles and schools;
- Knowledge and familiarity with available RPO resources;
- Creative problem solver;
- Conflict resolution skills;
- Knowledge of the Juvenile Code and Juvenile Court procedures;
- Ability to effectively provide instruction to youths;
- Ability to communicate professionally and deliver presentations effectively to various groups including parents, educators, and community members;
- Organization and communication skills;
- Completion of Instructor Development Training before or after selection, and;
- Supervisory recommendation.

2. Initial Training of the SRO

Officers selected for the SRO program shall, within the first 6 months after receiving their assignments, and at least every two years thereafter, receive the following training after being selected for the program:

- x Mental Health Specific Training and Crisis Intervention Training in accordance with established and certified state standards.
- x Disability awareness training.
- x Implicit bias/racial bias training outlining attitudes and stereotypes that affect

directly related to the safety of the students and staff. The SRO shall refrain from functioning as a school disciplinarian and shall not intervene in school discipline matters. The discipline of students will remain the responsibility of the school faculty and administrators. At any time, the SRO may become involved when a school administrator has a safety concern that cannot be addressed by the school's safety and security staff. (c) (b) (3) (17) (5) (2)

- iii. Apply alternative means to resolving conflict in lieu of arrest, when appropriate. Develop positive relationships with students to reduce the risk of criminal behavior. Document any activity of a criminal nature.

b. Law - Related Educator

As resources permit, SROs should strive to assist with presentations for school personnel on law- related topics such as law enforcement practices, changes in relevant laws, crime trends, crime prevention, school safety strategies, and crisis response procedures. SROs may also deliver law- related education with students using lessons/curricula approved in advance by the SRO Supervisor. In all cases, responding to incidents or conducting investigations will take precedence over delivery of presentations.

As coordinated through the RPCS Assistant Superintendent of Equity and Student Services, and approved

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- Provide timely notifications to the RCPS Site Safety and Security Supervisor regarding matters related to RCPS building safety and student safety to the RCPS Assistant Superintendent of Equity and Student Services.
- At the request of a school principal, SRO supervisors should attend Parent Teacher Association meetings, on a case-by-case basis to discuss significant issues effecting the school community.
- Provide supervision and assistance with problem solving and development opportunities for **SROs**.
- Provide planning, budget, management, and agency leadership for the SRO Program.
- SRO Supervisors shall meet with their SROs on a continual basis at their schools to observe their performance of duty.
- SRO Supervisors shall meet with school principals before the start of, and throughout the school year.
- SRO Supervisors shall mitigate conflicts and/or clarify expectations in situations where there are ambiguous or overlapping policies or practices.
- Ensure initial andal

school personnel.

The POC shall compile real-time data on all SRO actions to include but not limited to arrests, field contacts, and all use of force events.

V. OPERATIONAL PROCEDURES

A. Differentiating Disciplinary Misconduct from Criminal Offenses

schools that include directory information and additional items needed to carry out their duties, such as class schedules, as approved by the school administrator, and (ii) directory information for all students in the school division (however, unless SROs are school officials with a legitimate educational interest, they will not have access to student addresses, telephone numbers or email addresses unless another exception applies, given § 21.1-

287.1 of the Code of Virginia). While, as noted above, SROs are always under the control of the RPD or RCSO in carrying out their law enforcement duties, RPD and RCSO agree that SROs will respect the confidentiality of student education records as other school officials would and are under the control of RCPS when it comes to the handling of student education records. RPD and RCSO understand that unless a FERPA exception applies that would permit disclosure to law enforcement by any school official (e.g., in the context of a health or safety emergency or in response to a

directory information (defined below) that will include information on all students in the school system who have not opted-out of the disclosure of directory information (e)TJK4Du (or)2.6.Td()Tj-0.0044h | |

or other person in an emergency situation, or

3. The Roanoke City School Board is presented with a search

may be delayed while school officials

SROs are expected to be familiar with school rules and their application within the school system. Routine rule that can be handled administratively through the disciplinary process will not be handled as violations of law, but rather be referred to the principal for administrative action. Any questions related to the enforcement of rules versus laws within schools shall be discussed with the principal and SRO Supervisor. This specifically applies to general standards of conduct.

9. Physical Intervention by School Resource Officers

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The SRO shall not provide any official police document(s) or juvenile record(s) to the school. Generally, release of such information is prohibited by the Code of Virginia unless such documents are subpoenaed by the school through the appropriate court. Upon receiving a subpoena for official records, reports, or documents for an administrative school hearing, the RPD/RCSO shall be notified and provided a copy of the subpoena before close of business (o)1 the suen (l)11

III. School Safety Audits

School safety audits will be conducted annually as required by *Virginia Code* § 22.1-279.8 to assess school safety conditions in schools. SROs, in collaboration with school administrators, will conduct school inspection walk-throughs using a standardized checklist developed by the Center for School and Campus Safety. SROs should collaborate in other school safety audit mandates set forth in *Virginia Code* § 22.1-279.8, including school crisis, emergency management, and medical emergency response planning and preparation.

VII. REVIEW OF MOU

Effective July 1, 2020, per an amendment to *Virginia Code* § 22.1-280.2:3, the Parties shall review and amend or affirm this MOU least once every two years, or at any time upon the request of any party. RCPS shall ensure this MOU is conspicuously published on its website and provide notice and opportunity for public input and discussion during each MOU review period.

Quarterly meetings should be conducted throughout the year between the RCPS point of contact and the RPD/RCSO point of contact to support successful implementation of the partnership. This MOU remains in force until such time as either party withdraws from the agreement by delivering a written notification of such withdrawal to the other party at least 45 days prior to the date of withdrawal.

Signed:

[Handwritten signatures in blue ink]

