

AGREEMENT BETWEEN  
THE SCHOOL BOARD OF ALACHUA COUNTY, FLORIDA  
and  
THE CITY OF GAINESVILLE  
FOR  
THE SCHOOL RESOURCE OFFICER PROGRAM

THIS AGREEMENT, made and entered into this 18th day of September, 2001, by and between THE SCHOOL BOARD OF ALACHUA COUNTY, FLORIDA, (hereinafter referred to as the "School Board"), and THE CITY OF GAINESVILLE, (hereinafter referred to as the "City");

WHEREAS, the City, by and through its police department ("GPD") and the School Board desire to work in partnership to provide a School Resource Officer (SRO) program (a crime prevention program) to the public schools of Alachua County.

NOW THEREFORE, in consideration of the mutual promises and covenants herein contained, the School Board and the City hereby agree as follows:

1. A. GPD shall assign one (1) Police Officer/Corporal as a School Resource Officer to each of the following schools:

Charles W. Duval Elementary School, 2106 NE 8 Avenue, Gainesville  
Gainesville High School, 1900 NW 13 Street, Gainesville  
Stephen Foster Elementary School, 3800 NW 6 Street, Gainesville  
A. Quinn Jones Center, 1108 NE 7 Avenue, Gainesville

GPD shall assign two (2) police officers/facilitators as School Resource Officers to the following school:  
Horizon, New Pathways Center, 2802 NE 8 Avenue, Gainesville

- B. GPD shall assign one officer as a School Resource Officer (Officer Friendly) to provide public safety and prevention and intervention education programs at the following elementary schools:

Anchor Center, 312 NW 16<sup>th</sup> Ave., Gainesville  
Glen Springs Elementary School, 2826 NW 31 Avenue, Gainesville  
Littlewood Elementary School, 812 NW 34 Street, Gainesville  
J. J. Finley Elementary School, 1912 NW 5 Avenue, Gainesville  
Metcalf Elementary School, 1905 NE 12 Street, Gainesville  
Rawlings Elementary School, 3500 NE 15 Street, Gainesville  
Norton Elementary School, 2200 NW 45 Avenue, Gainesville  
Terwilliger Elementary School, 301 NW 62 Street, Gainesville  
Talbot Elementary School, 5701 NW 43<sup>rd</sup> Street, Gainesville  
Williams Elementary School, 1245 SE 7<sup>th</sup> Ave., Gainesville



- C. GPD shall assign three additional grant funded officers as a School Resource Officer's to the following schools:

Gainesville High School, 1900 NW 13 Street, Gainesville  
A. Quinn Jones Center, 1108 NE 7 Avenue, Gainesville  
Juvenile Relations Officer who also serves as a floating SRO

The School Board of Alachua County understands that these three positions are grant funded for a three (3) year period, which will expire in August 2003. The School Board of Alachua County will consider funding these positions when the grants expire, if funding is available.

4. The School Board agrees to pay \$125,330 as its share of funding seven (7) School Resource officers for the period of October 1, 2001, to September 30, 2002. Any funding for the additional three (3) grant provided SRO's during the grant period will be paid by GPD. Funds provided by the School Board during the term of this Agreement for the cost of the School Resource Officers shall be paid to the City in twelve (12) equal monthly payments beginning October 30, 2001.
5. The School Board agrees to provide up to \$1,500 for instructional materials for the School Resource Officers program. Additionally \$4,500 will be paid to the Gainesville Police Department Community Relations Division to be used for training of the ten (10) SRO's. This one payment will be made on or about October 30, 2001.

In the event the State of Florida withholds or reserves any part of the funds of the state's Safe School Grant, the compensation provided for herein in paragraphs numbered 4 and 5 will be reduced by an equal amount and the parties will renegotiate the scope of services to be provided hereunder.

6. The School Resource Officers Program will operate in accordance with the guidelines attached hereto as Exhibit "A."
7. School Resource Officers shall remain employees of the City and shall not be employees or agents of the School Board. The School Board and GPD acknowledge that the School Resource Officers/Facilitators are police officers who shall uphold the law under the direct supervision and control of the GPD.
8. Each School Resource Officer shall establish an SRO/Principal agreement outlining the objectives and responsibilities associated with the tasks assigned to the SRO position for the school year. The GPD SRO supervisor shall appraise the School Resource Officer's yearly performance with input from the school principal.
9. This Agreement may be terminated without cause by either party upon ninety (90) days written notice. In the event this Agreement is terminated, prorated compensation will be made to the City for services performed to the date of termination. The School Board shall be entitled to a prorated refund for that period of time when the School Resource Officer's/Facilitator's services are not provided because of the termination of this Agreement.



10. Any and all notices or any other communication herein required or permitted shall be deemed to have been given when deposited in the United States postal service as regular mail, postage prepaid, and addressed as follows:

Mary Chambers, Ed.D., Superintendent  
School Board of Alachua County, Florida  
620 East University Avenue  
Gainesville, Florida 32601

Norman Botsford, Chief of Police  
Gainesville Police Department  
PO Box 1250  
Gainesville, Florida 32602

11. The School Board, the City, GPD, their agents and employees agree to cooperate in good faith in fulfilling the terms of this agreement. Unforeseen difficulties or questions will be resolved by negotiation between the Superintendent and the Chief of Police, or their designee.

12. This document, and the SRO/Principals Agreement, constitutes a final written expression of all terms of this Agreement and is a complete and exclusive statement of those terms, and no terms, conditions, understandings or agreements purporting to modify or vary the terms of this document shall be binding unless hereafter made in writing and signed by both parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed by their duly authorized officers.

The School Board of Alachua County,  
Florida

The City of Gainesville

By: Charles W. Carter 9-18-01  
Chairman Date

By: \_\_\_\_\_  
Wayne Bowers Date  
City Manager

Attest: Mary Chambers  
Mary Chambers, Ed.D. Date  
Superintendent

By: \_\_\_\_\_  
Norman Botsford Date  
Interim Chief of Police



EXHIBIT A  
ALACHUA COUNTY'S SCHOOL RESOURCE OFFICER PROGRAM

The Alachua County School Resource Officer Program is an intervention, prevention, and public safety program focused on educating and counseling students. This program also provides public safety education for staff, students, and faculty as well as other parties associated with the schools. The program is a collaborative effort between the Gainesville Police Department and the School Board of Alachua County. The primary objectives of this program are:

1. Provide law enforcement and public safety assistance to school personnel, parents, and students;
2. Develop a positive image of Law Enforcement Officers among students and parents;
3. Help students with problems through personal and group counseling;
4. Gather information about criminal activity or potential problems within the school or community;
5. Educate students in the areas of crime prevention, personal safety, substance abuse and law.

School Resource Officer Guidelines

1. The School Resource Officer (SRO) has five major roles in the school to which he/she is assigned: a) intervention and prevention activities for the students; b) counseling students; c) delivering curriculum in a classroom setting; d) providing public safety information; and e) providing law enforcement assistance.
  - a) SRO's provide intervention services such as referrals to social service agencies and prevention services such as classroom lectures and the distribution of pamphlets of educational information.
  - b) Students, parents, teachers, school administrators, or the SRO may initiate counseling sessions. The officer has the discretion about what action he/she may take if he/she becomes aware of a criminal act.
  - c) Special topics which the SRO will discuss in the classroom setting upon request are listed in the School Resource Officer curriculum as prepared by the SROs.
  - d) The SRO will investigate crimes which take place on the school property and may participate in the investigation of crimes, on or off campus, which concern known students. Should it become necessary to conduct formal law enforcement interviews or investigations with students, the SRO shall adhere to those legal requirements, policy and procedures established by the State of Florida, the Gainesville Police Department, and the School Board. The SRO shall inform the student's parent(s) and the principal, or his or her designee of the investigation/interviews occurring on campus, as soon as practical, if not prohibited by confidentiality provisions of state law.





- e) The SRO will provide law enforcement assistance at the school site to school personnel, parents, and students.
2. Visibility is critical to the success of the SRO. This means that it is important for the officer to move throughout the school, taking advantage of lunch-time and other breaks. Visibility should be assigned to the officer with consideration that the officer's movement should be random in the patrol to avoid being predictable by the students of the campus. The School Resource Officer should also schedule visibility times before and after school. This item applies only to the police officers/corporals described in 1A.
  3. The SRO Program's hours should be set by the principals with the following understandings:
    - a) The Officer works a 40-hour week.
    - b) Special duty, before or after school, may be requested on a limited basis through the SRO of his/her immediate supervisor. Security for special activities, such as sporting events and social activities, shall be scheduled through the supervisor of the SROs and principal, and should be inclusive of work week when possible.
    - c) The officer may be required to set certain times aside for training, inservice court appearances, etc. Training and inservice will normally be scheduled for times other than regular school hours.
    - d) If the officer is not going to be in school, he/she will inform the principal as soon as possible. Gainesville Police Department will make a good faith effort to assign a substitute SRO to the school.
  4. While the SRO should be considered a resource for the principals and administrative staff, the SRO shall not be required to participate in school discipline. He/she should work closely with the principal or an administrator appointed by the principal.
  5. To coordinate the exchange of information between SROs in various schools, regularly scheduled meetings should be held for all SROs. It is hoped that this will eliminate the potential problems which might arise because a School Resource Officer's department does not patrol the neighborhood in which the students live.
  6. The School Resource Officer Program will not be identical in each school. The character of the program in each school will be greatly influenced by the collaborative agreement between the Principals and the respective SRO.
  7. While on campus, in the capacity of SRO, the officer will wear the approved uniform.



## School Resource Officer Curriculum

1. Law Enforcement as a Career
2. Juvenile Law
3. Juvenile Crime to include any or all of the following:
  - a. Shoplifting
  - b. Vandalism
  - c. Assault and Battery
  - d. Trespass
  - e. Burglary
4. Traffic Law
5. Drunk Driving
6. Substance Abuse
7. Rape Prevention
8. Crime Prevention
9. Other topics which the SRO may be requested to cover by the school as needs develop.

### Selection Criteria

Each potential SRO shall be interviewed by the Officers in charge of Community Resource Division. The following factors will be considered in the selection process:

- a. The officer's desire to work with youth.
- b. The officer's prior experience in law enforcement and youth work.
- c. The officer's interpersonal skills
- d. The officer's academic background and/or other pertinent training.

### Preservice Training

School Resource Officers shall attend the 40-hour "SRO Basic Training" offered by the State of Florida Attorney General's Office.

