

Memorandum of Understanding

The Simsbury Police Department and The Simsbury Public Schools

This agreement made and entered into this 21st day of September, 2023 by and between the Simsbury Police Department and the Simsbury Public Schools.

It is the intention of the Simsbury Police Department and the Simsbury Public Schools to maintain collaborative efforts to provide a safe and healthy school environment for students, staff, faculty and visitors.

Goals and Objectives

- Strengthen our positive working relationship in a cooperative effort to prevent juvenile delinquency and assist in student social, emotional and behavioral development
- Maintain safe and secure school environments which will be conducive to learning
- Promote positive attitudes regarding the police role in society

Assignment and Supervision of School Resource Officers

The Simsbury Police Department agrees to provide a School Resource Officer to the following schools within the Simsbury Public Schools for the school calendar year:

- An Officer assigned to Simsbury High School
- An Officer assigned to provide services to Henry James Memorial School as well as the district's five (5) elementary schools

The Simsbury Police Department and the Simsbury Public Schools will collaboratively recommend those members who will assume the roles and responsibilities of a school resource officer. The Simsbury Police Department will make the final determination of such appointments.

School resource officers shall remain employees of the Simsbury Police Department and shall not be employees of the Simsbury Public Schools. The school resource officer will be supervised by the Simsbury Police Department. Simsbury Public Schools acknowledges that the school resource officer will remain responsive to the command of the Simsbury Police Department.

Hours and Special Events

The Chief of Police or designee will assign the school resource officer(s) workdays and shifts, to be aligned to the extent possible with school hours and days in session. The school resource officers may be off campus to conduct such tasks as may be required by their

assignment or other assignments designated by supervisors of the Simsbury Police Department. Additionally, school resource officers may be asked to attend pertinent school events outside of the typical school/work day

Services Provided by School Resource Officers

- Assist the superintendent, principals, faculty and staff in developing plans and strategies to prevent and /or minimize dangerous situations that may occur on school grounds.
- Serve as a liaison between the Simsbury Police Department and the individual schools.
- Present topics to students on various law enforcement/safety issues.
- Inform designated school personnel about any juvenile delinquency or service needs.
- Take law enforcement action when necessary.
- Serve as mentor and advisor to students, as appropriate.
- Conduct investigations of crimes that occur at any school and use other resources if needed for follow up investigations.
- Follow the guidelines of Connecticut case law and the Simsbury Police Department general orders/operational procedures in regards to investigations, interviews and searches relating to juveniles and police activity at schools.
- Assist the school district with maintaining a safe learning environment. The disciplining of students for violations of school rules or regulations will remain a responsibility of school administration.

Police Activity at Schools

The parties agree that police need to follow certain protocols when on school grounds in non- emergency circumstances as follows.

- Police will act through school administrators whenever they plan any activity on school grounds.
 - Officers entering school grounds will be aware of the potential disruption of the educational process that police presence may cause.
 - Prior to entering a school to conduct an investigation, arrest or search, officers will consider the necessity of such action based on:
 - The potential danger to persons;
 - The likelihood of destruction of evidence or other property;
 - The ability to conduct the investigation, arrest or search elsewhere.
 - When taking a student into custody:
 - Officers should make reasonable efforts to avoid making arrests or taking students into custody on the school premises.
 - Whenever possible, students should be taken into custody out of sight and sound of other students.
5. The SRO will not be responsible for student discipline or enforcement of school rules, although the SRO may provide assistance to school personnel. The SRO will work

collaboratively with the school administrator to determine the goals and priorities for the SRO program and the parameters for SRO involvement in school disciplinary matters.

Graduated Response Model for Student Discipline

Classroom Intervention - The classroom teacher plays a prominent role in guiding, developing and reinforcing appropriate student conduct and is acknowledged as the first line in implementing the school discipline code. As such, this model begins with a range of classroom management techniques that must be implemented prior to any other sanctions or interventions. Classroom intervention is managed by the teacher for behaviors that are passive and non-threatening such as dress code violations, and violations of classroom rules. School Resource Officers (SROs) should not be involved at this level. More than three incidents of the same behavior, if not in the same day, could lead to School Administrator Intervention. Classroom intervention options might include redirection, reteaching, school climate initiatives, moving seats; and the teacher should initiate parental contact.

School Administration Intervention - Classroom interventions must be supported by school administrators who address more serious or repetitive behaviors and behaviors in school but outside of the classroom. Examples of behaviors at this level include repetitive patterns, defacing school property, truancy, and unacceptable behaviors in hallways, bathrooms, courtyards and school buses. Administration intervention options might include time in the office, after school detention, loss of privilege, reparation, and/or parent conference.

Assessment and Service Provision - When the behavior and needs of the student warrant, an assessment process and intervention with the use of school and community services is appropriate. This intervention is managed by the school administrator or a student intervention team (SIT). Repetitive truancy or defiance of school rules, and behaviors that interfere with others such as vandalism or harassment belong at this level as well as misbehaving students who would benefit from service provision. Assessment and service intervention options should include any Classroom or School Administration interventions and might include referral to a juvenile review board (JRB) or community service or program, suspension, expulsion or referral to court. Truant behavior should not lead to an out-of-school option. Police can be involved in their role on SITs and JRBs.

Law Enforcement Intervention - When classroom, school and community options have been found ineffective or not appropriate (or in an emergency) the school may involve the police, including the SRO. Involvement of the police does not necessarily mean arrest and referral to court. This intervention is managed by the police. Behaviors at this level may be violations of criminal law. Law enforcement options may include verbal warning; conference with the student, parents, teachers and/or others; referral to a JRB and/or community agencies; and referral to court. The SRO will follow Simsbury Police Department General Order #4-1, Response to Aggression and Resistance for procedures

regarding restraint of students and use of firearms. Each SRO will submit to the Chief of Police, an incident report for each investigation or behavioral intervention conducted by such SRO, no later than five school days after conducting such investigation or behavioral intervention. The Chief of Police will submit such report to the superintendent of schools, not less frequent than monthly.

Rights and Duties of the Simsbury Public Schools

Simsbury Public Schools shall provide the school resource officer with:

- A secure office/work area with a telephone line to be used for general business purposes in an area where students can easily access the school resource officer.
- A desk with a chair and filing drawers
- Access to a computer terminal or computer hookup
- Access to the schools.
- Access to any training specifically related to social-emotional learning and restorative practices provided to certified employees.

The Simsbury Police Department will supply the SRO with the usual and customary office supplies and forms required in performance of their duty, as well as a vehicle.

Performance of Services

The Simsbury Police Department and Simsbury Public Schools will regularly partake in joint meetings to assess performance, review the program and make revision when necessary. The Police Department and the Superintendent's office will have access to at least two reports per school year regarding SRO performance. These reports will detail the types of programs or instruction, calls for service, participation in events, etc.

Financial Agreement

Simsbury Public Schools will contribute to half the salary (salary and benefits) of the two school resource officers annually through the Town Finance Department.

The Simsbury Police Department and the Simsbury Public Schools agree to provide their employees with training relative to this agreement and its purpose. The parties also agree to maintain regular and open communication to evaluate the effectiveness of this agreement and suggest improvements and adjustments that may be necessary.

Good Faith

Simsbury Public Schools, the Simsbury Police Department, their agents and employees agree to cooperate in good faith in fulfilling the terms of the Agreement.

Duration and Modification of Agreement

This agreement shall remain in effect until such time as the agreement is modified or terminated by the consent of the parties. It may be modified at any time by amendment to the agreement.

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

Signed, sealed, and delivered in the presence of:

THE SIMSBURY PUBLIC SCHOOLS
Superintendent
Simsbury School District



Matthew Curtis

THE SIMSBURY POLICE DEPARTMENT
Chief of Police
Simsbury Police Department



Nicholas J. Boulter

