

**Agreement By and Between
the Bristol Police Department
and the Bristol Board of Education
for the School Resource Officer Program
and the Armed Security Officer Program**

This Memorandum of Understanding ("Agreement") is made and entered into this 5th day of August, 2026, by and between the Bristol Police Department (the "Department") and the Bristol Board of Education (the "Board").

INTRODUCTION

The School Resource Officer ("SRO") Program involves the placement of law enforcement officers within the education environment of the Bristol Public Schools (the "District"). The SROs are Bristol police officers employed and assigned by the Department to serve as liaisons between the school community and the Department and to support the school administration and staff in promoting a safe and positive school environment. The SROs are visible and active law enforcement figures at the schools to which they are assigned. Any individual hired by the Department to work as an SRO shall be a sworn police officer.

The Armed Security Officer ("ASO") Program involves the employment of armed security officers by the District to work in District schools and assist the school administration and other school staff in promoting a safe and positive school environment and taking steps to prevent school violence.

This Agreement is founded on the following principles:

- The vast majority of student misconduct can and should be addressed through classroom and in-school strategies and by maintaining a positive school climate.
- The response to school disruptions should be reasonable, consistent, and fair, with appropriate consideration of relevant factors, such as the age of the student and the nature and severity of the incident.
- The District and the SRO Program will utilize a graduated response model, described in Section VI of this Agreement, which provides increasingly more serious consequences for continued student misconduct.
- ASOs shall have no role with respect to the discipline of students or managing student behavior unless the student poses a direct and imminent threat to others.
- Establishment of clear and consistent guidelines for school and police personnel with regard to non-emergency disruptive behavior at school and school-related events promotes the best interests of students, the school system, law enforcement, and the community at large.

When determining consequences for a student's disruptive behavior the following factors shall not be considered: (1) the student and/or family's race, ethnicity, gender, gender identity or expression, sexual orientation, religion, national origin and/or membership in any other protected class, and/or

(2) the economic status of the student and family.

THE SRO PROGRAM

I. Goals and Objectives

- Establish a positive working relationship in a cooperative effort, with the intent of preventing juvenile delinquency and assisting in student development;
- Maintain a safe and secure environment on school campuses that will be conducive to learning;
- Promote positive attitudes regarding the role of police officers in today's society; and
- Strive to ensure a consistent response to incidents of student misbehavior, clarify the role of law enforcement in school disciplinary matters, and reduce involvement of police and court agencies for misconduct at school and school-related events.

II. Supervision of School Resource Officers

The Department agrees to provide SROs (4 total FTE) for the district. The SROs will be assigned to the following schools:

- Bristol Central High School (designated SRO)
- Bristol Eastern High School (designated SRO)
- Chippens Hill Middle School designated SRO)
- Northeast Middle/BAMS School designated SRO)

The Department, in consultation and agreement with the Superintendent of Schools, will determine which Bristol police officers will assume the roles and responsibilities of an SRO. If the Department conducts interviews for the assignment to such position, the Superintendent or designee will be invited to attend the interviews.

SROs shall remain employees of the Department and shall not be employees of the Board. As such, the Department agrees to provide fully uniformed and armed SROs to the District, and the Department shall bear the costs of the SRO Program during school days when the SROs are present in the schools. The Department agrees to fund and provide all required, as well as advanced,

ongoing training to ensure SROs are current in best law enforcement practices and certifications. Whenever possible, such training will take place when school is not in session.

The Board acknowledges that the SROs will remain subject to the administration, supervision, and control of the Department. However, while acting in the capacity of an SRO, the SROs shall take direction from school administration with the exception that, while in the performance of law enforcement duties, the SROs will follow protocols established by the Department and its Chief of Police.

The school administration shall meet annually with each SRO and the Chief of Police or designee to discuss the job performance of the SRO.

III. Appointment, Term and Schedule

The Chief of Police or designee, in consultation and agreement with the Superintendent of Schools, will assign each SRO's workdays and shifts. The SROs' duty hours shall, whenever possible, conform to the school day. It is understood and agreed that in the event of an emergency in the community, an SRO may be ordered by the Department to leave school during normal duty hours and to perform other services for the Department.

In the performance of their duties, SROs shall coordinate and communicate with school administration. In the event an SRO must be absent from work, the SRO shall notify the Department supervisor and the school principal(s) at the building(s) to which the SRO is assigned.

The District shall contact the SRO's supervisor at the Department to request SRO attendance at after-school and evening school activities. If such attendance requires overtime, it shall be subject to approval by the Superintendent of Schools and the SRO's supervisor at the Department.

IV. Uniform and Equipment of School Resource Officer

SROs will wear their approved Department uniform with appropriate logos and name badges depending on the type of school activity and program and/or the request of the school or Department.

The Department will provide the SRO with a designated vehicle, laptop, and the usual and customary office supplies required for the performance of their duties.

The SROs will carry their department-approved duty firearm and other Department-issued equipment. The SRO is responsible for carrying such equipment or otherwise storing and securing such equipment, including firearms and ammunition, in accordance with Department protocols. Such duty firearm and other Department-issued equipment shall only be used when law enforcement intervention is necessary and then shall only be used in accordance with the policies and standards of the Department and applicable law.

V. Duties and Responsibilities of the School Resource Officers

- The SROs will abide by applicable Board policies and District regulations.
- The SROs will assist the Superintendent, principals, faculty, and staff to promote a safe learning environment.
- The SROs will collaborate with school administrators, as well as local law enforcement, fire service, public safety and emergency management agents, as may be appropriate, in emergency crisis planning and building security matters. Among other things, the SRO will assist the school administration in conducting lock down drills and offer suggestions regarding how to maintain and improve school safety in all schools.
- The SROs will confer with the building principal(s) at the building(s) to which the SRO is assigned to develop plans and strategies to prevent and/or minimize dangerous situations on or near the campus or involving students at school-related activities.
- The SROs may be a resource for instruction in the following areas: law-related education, violence diffusion, safety programs, alcohol and drug prevention, crime prevention, and other pertinent subjects.
- The SROs will present topics to students on various law enforcement/safety issues, as requested by the school administration.
- The SROs will work proactively to develop positive relationships with students and staff and be available to students, parents, and staff who freely want to discuss concerns.
- The SROs will contact the principal of the school about any juvenile delinquency, incidents, charges, and arrests within a timely manner and in accordance with applicable law.
- The SROs will complete, while in the performance of their duties as school resource officers and during periods when assigned to be at the school, any separate training specifically related to social-emotional learning and restorative practices, physical restraint and seclusion, and other trainings, as appropriate, that is provided to certified employees of the school(s) to which the SRO is assigned.
- If a conflict develops between the SROs' legal responsibilities as sworn police officers and their responsibilities to the District, the SROs' legal responsibilities as sworn police officers shall take precedence. However, the SROs shall inform the school principal, the Superintendent, and the Chief of Police/or designee of such conflict and shall work with school officials to suggest a means of avoiding future conflicts.

- The SROs have no ordinary role in school discipline or enforcement of school rules, although an SRO may provide assistance to school personnel at the request of a school administrator. The SRO will work collaboratively with the Superintendent to determine the goals and priorities for the SRO Program and the parameters for SRO involvement in school disciplinary matters, consistent with the terms of this Agreement and the Graduated Response Model described in Section VI.
- The SRO will abide by applicable law and the Department's general orders concerning investigations, interviews and searches of students or staff on school property or at school functions under the jurisdiction of the Board. At no time will SROs direct or demand that school personnel interview or search a student.
- The SRO will consult with and coordinate activities through the Superintendent or building principal(s) at the building(s) to which the SRO is assigned. Except in emergency situations, the SRO will not take any official law enforcement action without notifying the school administration in accordance with Section VII, below. The SROs shall notify the school principal or their designee and the Superintendent whenever any law enforcement action has been taken while performing in the role of SRO.
- The SRO will act swiftly and cooperatively when responding to emergencies at school, including but not limited to disorderly conduct by trespassers and the possession and/or use of weapons on school grounds, consistent with Department policy and protocols.

VI. Graduated Response Model

The Board and the SRO Program will utilize the following graduated response model, which provides increasingly more serious consequences for continued student misconduct.

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. SROs should not be involved at this level. Classroom intervention options might include redirection, re-teaching, school climate initiatives, and moving seats. The teacher should initiate parental contact.

School Administration Intervention - Classroom interventions are supported by school administrators and other school staff who address more serious or repetitive behaviors and behaviors in school but outside of the classroom. Examples of behaviors at this level may include, but are not limited to: repetitive patterns, defacing school property; truancy; threatening; and other behaviors in hallways, bathrooms, courtyards and school buses. Administration intervention options might include time in the office, after school detention, loss of privileges, 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 services may be appropriate. This intervention is managed by the school administrator or a student assistance team. Repetitive truancy or defiance of school rules, and behaviors that interfere with others such as vandalism or harassment, may be examples that 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 JRBs.

Law Enforcement Intervention – Only when classroom, school and community options have been found ineffective, or when deemed appropriate by the administration or in an emergency, should the school involve the police, including the SRO, in a specific student intervention. Involvement of the police does not necessarily mean arrest and referral to court. This intervention is managed by the police. Law enforcement options may include, but not be limited to, verbal warning; conference with the student, parents, teachers and/or others; referral to a JRB and/or community agencies; and referral to court. In appropriate circumstances, law enforcement options may include arrest. Absent an emergency, any such arrest will be conducted in accordance with Section VII, below.

VII. Police/SRO Activity at Schools

The parties agree that employees of the Department and/or the assigned SROs (“Law Enforcement Professionals”) need to follow certain protocols when on school grounds in non- emergency circumstances as follows.

Except in an emergency, Law Enforcement Professionals seeking to conduct formal police interviews, interrogations, and/or arrests of any student on District property or at a school-sponsored activity shall inform the building principal. When making such request, Law Enforcement Professionals shall be aware of the potential disruption to the educational process that police action may cause and consider the necessity of such action based on: (1) the potential danger to persons; (2) the likelihood of destruction of evidence or other property; and (3) the ability to conduct the investigation, arrest or search elsewhere. As such, Law Enforcement Professionals will work to minimize the potential for disruption through a coordinated effort with the schools.

When taking a student into custody, officers should make reasonable efforts to avoid making arrests or taking students into custody on the school premises or at a school-sponsored activity. Whenever possible, and except in the event of an emergency, students should be taken into custody out of sight and sound of other students.

VIII. Reporting of Investigations and Behavioral Interventions

In accordance with state law requirements, each SRO shall submit a report to the Chief of Police for each investigation or behavioral intervention of challenging behavior or conflict that (1) is conducted by the SRO and (2) escalates to violence or constitutes a crime, no later than five school days after conducting such investigation or behavioral intervention. An "investigation or behavioral intervention" is "a circumstance in which a school resource officer is conducting (i) a fact-finding inquiry concerning student behavior or school safety, including, but not limited to, emergency circumstances, or (ii) an intervention to resolve violent or nonviolent student behavior or conflicts."

The SRO's report shall include: (1) the date, time and location of such investigation or behavioral intervention, (2) the name and badge number of the SRO, (3) the race, ethnicity, gender, age and disability status for each student involved in such investigation or behavioral intervention, (4) the reason for and nature of such investigation or behavioral intervention, (5) the disposition of such investigation or behavioral intervention, and (6) whether any student involved in such investigation or behavioral intervention was (a) searched, (b) apprised of such student's constitutional rights, (c) issued a citation or a summons, (d) arrested, or (e) detained, including the amount of time such student was detained. The SRO shall not include student names on the report.

All SROs shall use and complete Form A, attached hereto and incorporated herein. SROs and/or the Department shall not substitute their own form(s) for Form A and shall not submit any supplemental or additional documents in connection with Form A, unless required by law or mutually agreed upon by the parties in writing.

[OPTIONAL: For purposes of this section, the School District will provide the SRO with only as much student demographic information as is necessary for the limited purpose of complying with state reporting requirements as reflected in Form A, in accordance with applicable law. The SRO shall not redisclose this information for any purpose other than sharing the information with the Chief of Police, as required by statute.]

On a monthly basis, the Chief of Police *or his designee* shall compile and provide to the Superintendent of Schools all Form A documents completed by the SROs during the prior month. In the event there were no Form A documents completed by the SROs during any given monthly period, the Chief of Police shall notify the Superintendent of Schools in writing as follows: "During the month period consisting of ____ to ____, the SROs did not engage in any investigation or behavior intervention of challenging behavior or conflict that escalated to violence or constituted a crime."

I. Duties of the Bristol Public Schools

The District shall provide to the SROs the following materials and facilities which are deemed necessary to the performance of the SROs.

- An office with a desk and chair.
- Direct phone line.
- Access to internet hookup.
- Access to view all live-feed security cameras throughout the school to which they are assigned.
- SROs shall have access to student record information in accordance with the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. § 1232g.

I. Police Access to Images from School Cameras

In the event of a criminal investigation, the Department or other law enforcement agencies may request access to school district video images, live or recorded, by making a written request for access to the Superintendent. Access may be granted by the Superintendent or other such certified administrator as designated by the Superintendent only when determined by the Superintendent to be appropriate under state and federal law. If access is granted, the Department shall abide by its policies and procedures with respect to evidence, juvenile records, and personally identifiable information.

In the absence of express permission from the Superintendent or designee, the Department (excluding SROs) may only access school district live streaming video and/or recorded images from school cameras in emergency circumstances, including an emergency alarm originating from one of the school facilities or grounds or a 911 call pertaining to a school facility/grounds. Any such access by the Department shall be only be made for the purpose of the Department and other law enforcement or first responders aiding in the public safety emergency response to a school facility.

The Department may also access school district camera footage live or recorded images if the Superintendent or a school administrator makes such a request, when the Superintendent or school administrator has determined that there is a significant and articulable threat to the health and safety of students or other individuals or when otherwise appropriate under state and federal law.

Other than a daily system test conducted by the Chief of Police or designee(s), conducted at a time when students are not present in the building, the Department will not routinely view school district video images, live or recorded, to monitor the schools or grounds.

Notwithstanding the above, the SRO will have access to live video images captured at the school at which the SRO is assigned, during the days and hours in which the SRO is performing such assignment, in order to help maintain school security.

I. Dismissal of a School Resource Officer

In the event that school administration feels that an SRO is not effectively performing their duties and responsibilities, the administrator shall contact the Superintendent. Within a reasonable amount of time, the Superintendent shall notify the Chief of Police.

In the event a conflict arises within the school between the SRO and school staff. The SRO is to notify their supervisor. The supervisor will contact administration at the Board of education in an effort to resolve such conflict

The Department and the District agree to provide their employees with training relative to this Agreement and its purposes. The parties agree to maintain regular and open communication to evaluate the effectiveness of this Agreement and suggest improvement or adjustments that may be necessary.

ASO PROGRAM

In the event that the District employs ASOs to work in District schools to assist the school administration and staff in promoting a safe and positive school environment and taking steps to prevent school violence, such ASOs shall meet all legal requirements for the position, as well as all requirements established by the District and the Department.

I. Appointment and Supervision

ASOs shall be employed by the Board. When recruiting, hiring, and selecting ASOs, the Superintendent or designee shall consult with representatives from the Department and shall invite representatives from the Department to participate in interviews and the selection process.

With respect to their daily duties and general school security and safety, ASOs shall be supervised by the Superintendent or designee

The ASOs' general work schedule shall be determined by the Superintendent or designee.

II. Authorized Equipment

The Board shall provide pepper spray ("Authorized Equipment") for use by an ASO while on duty for the Board. All Authorized Equipment shall remain the property of the Board and shall be used in accordance with the ASO's training, applicable law, Board policy and accompanying regulations. The Board reserves the right to revoke an ASO's authorization to carry Authorized Equipment at its discretion. Such revocation shall result in the immediate loss of the ASO's authority to carry pepper spray on school grounds and may result in disciplinary action, up to and including termination of employment.

The Board shall ensure that ASOs receive semi-annual inspections of any authorized firearm by a POST Council-certified firearms instructor or certified armorer.

III. Certifications, Permits, Licenses and Training

- With respect to firearms, equipment, and related certifications and training, the Board shall be responsible for initiating all required background investigations and renewal checks necessary for an ASO's continued employment and authorization to serve in the position. The Department shall verify that each ASO possesses all required permits, certifications, licenses, and training necessary to carry a firearm on school property and perform the duties of an ASO in accordance with applicable federal and Connecticut law, Board policy, and administrative regulations. The Department shall provide the Board with written confirmation that each ASO's required permits, certifications, licenses, and training are current, including written verification that each ASO:
- Meets the requirements of Conn. Gen. Stat. § 10-244a, including the requirement to receive annual training pursuant to Conn. Gen. Stat. § 7-294x and successfully complete annual firearms training provided by a certified firearms instructor that meets or exceeds the standards of the POST Council or 18 U.S.C. § 926C, as amended from time to time;
- Successfully completes additional training and re-training requirements, as required by law and/or determined and/or the Board, including but not limited to active shooter training, cardiopulmonary resuscitation ("CPR") training, automatic external defibrillator ("AED") training, Narcan administration training; and
- Holds all certifications, permits, and/or licenses required under federal and/or Connecticut law with respect to the duties and responsibilities of ASOs, including but not limited to certifications, permits and/or licenses to carry and use firearms or other equipment as an ASO.

TERM OF AGREEMENT

This Agreement supersedes any prior agreement between the Board and the Department regarding the provision of SROs and shall take effect upon execution.

The term of this Agreement shall be three (3) years from the date of execution. Notwithstanding, this Agreement may be terminated by both parties at any time by mutual written agreement, or by

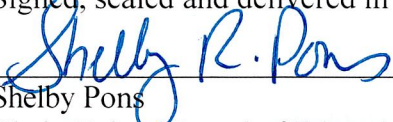
either party providing written notice of termination to the other party prior to March 31st of any year, with such termination to be effective the following July 1st.

Prior to March 31st of each year, the Department will notify the District, in writing, of the number of SROs to be provided during the following school year. Absent written notice, the number of SROs in the SRO Program will remain the same for the following school year.

This Agreement constitutes a final written expression of all terms of this Agreement and is a complete and exclusive statement of those terms. This Agreement may be modified in writing by consent of the parties.

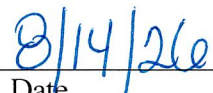
IN WITNESS WHEREOF, the parties have caused this Agreement to be signed by their authorized officers.

Signed, sealed and delivered in the presence of:

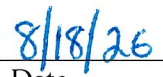

Shelby Pons
Chair, Bristol Board of Education


Iris White
Superintendent, Bristol Public Schools


Mark Morello
Chief of Police, Bristol Police Department


Date


Date


Date

FORM A
Bristol Public Schools
School Resource Officer (SRO) Report on Investigations and Behavioral Interventions

This form must be completed and provided to the Bristol Chief of Police within five (5) school days of conducting an investigation and/or behavioral intervention of 1) challenging behavior that escalates to violence or constitutes a crime, or 2) conflict that escalates to violence or constitutes a crime.

"Challenging behavior" means behavior that negatively impacts school climate or interferes, or is at risk of interfering, with the learning or safety of a student or the safety of a school employee.

"Investigation or behavioral intervention" means a circumstance in which a school resource officer is conducting (i) a fact-finding inquiry concerning student behavior or school safety, including, but not limited to, emergency circumstances, or (ii) an intervention to resolve violent or nonviolent student behavior or conflicts.

The SRO may only report investigations and/or behavioral interventions of challenging behavior or conflict that escalate to violence or constitute a crime. If the conduct did not escalate to violence or constitute a crime, it may not be reported in this form.

Name of School Resource Officer: _____

Badge Number: _____ **School Affiliation:** _____

Investigation and/or Behavioral Intervention Information:

Date of Investigation/Intervention:

Time of Investigation/Intervention:

Location of Incident:

The reason for and nature of such investigation and/or behavioral intervention:

The disposition of such investigation or behavioral intervention (check all that apply):

- Referral to administration for possible discipline ☐
- Restorative practices implemented ☐
- Peer mediation ☐
- Referral to student support services ☐
- Other: _____
- Citation or summons issued ☐
- Arrest of student(s) ☐
- Search of student(s) by SRO ☐
- Management of crisis or emergency ☐

Please complete the following section for each student involved in the investigation and/or behavioral intervention. **Do not include student names.** Identify additional students, if applicable, as "Student B," "Student C," etc. Demographic information for each student will be collected by the District from the school's information system and shared with the SRO for the limited purpose of complying with state reporting requirements.

	Age	Gender	Race/Ethnicity (check all that apply)	Does the student have a known disability?	During the investigation and/or behavioral intervention, was the student....
Student A	_____	☐ Male ☐ Female ☐ Non-binary	☐ Hispanic or Latino ☐ White ☐ Black or African American ☐ Native Hawaiian or Other Pacific Islander ☐ Asian ☐ American Indian or Alaska Native	☐ Yes ☐ No	☐ Searched by SRO ☐ Apprised of constitutional rights ☐ Issued a citation or a summons ☐ Arrested ☐ Detained ¹ (if detained, note how long the student was detained: _____)
<i>Insert additional rows for Students B, C, D, as applicable</i>					

This report was completed on: _____.

By signing below, I certify that the information I have provided in this report is true and accurate to the best of my ability and recollection. I have not maintained a copy of this report and I understand that the information set forth herein is confidential and may not be redisclosed except in accordance with state and federal law.

¹ Detained, for the purposes of this form, means detained by the SRO as a law enforcement action or placed under the direct supervision of the SRO by a responsible administrator

