

**SCHOOL LIAISON OFFICER**  
**FOREST LAKE SENIOR HIGH SCHOOL**  
**JOINT POWERS SERVICE AGREEMENT**

THIS JOINT POWERS AGREEMENT DATED THIS \_\_\_\_ DAY OF JUNE, 2012, IS MADE PURSUANT TO M.S. 471.59, BY AND BETWEEN THE CITY OF FOREST LAKE (CITY) AND INDEPENDENT SCHOOL DISTRICT #831 (SCHOOL DISTRICT).

**1. PURPOSE**

THIS CITY AND SCHOOL DISTRICT WISH TO PARTICIPATE IN A SCHOOL LIAISON OFFICER PROGRAM BETWEEN THE CITY OF FOREST LAKE POLICE DEPARTMENT AND THE FOREST LAKE AREA SCHOOL DISTRICT 831. BOTH THE CITY AND SCHOOL DISTRICT FEEL THAT A FORMALIZED APPROACH TO THE SCHOOL LIAISON OFFICER PROGRAM IS NEEDED TO IMPROVE UNDERSTANDING AND PROMOTE MUTUAL RESPECT BETWEEN POLICE, SCHOOL, STAFF, COUNSELORS, PARENTS, AND STUDENTS. THE PURPOSE OF THIS AGREEMENT IS TO SET FORTH, IN WRITING, THE TERMS AND CONDITIONS, TO CREATE, FUND, AND IMPLEMENT THE POSITION OF POLICE SCHOOL LIAISON OFFICER.

**2. FUNDING**

THE SCHOOL DISTRICT WILL FUND THE FOLLOWING EXPENSES IN CONNECTION WITH THE HIRING OF THIS POLICE SCHOOL LIAISON OFFICER:

- A. OFFICER'S SALARY,
- B. OFFICER'S RELATED BENEFITS,
- C. TRAINING, AND
- D. VEHICLE COSTS.

A COST BREAKDOWN FOR THE 2012-2014 SCHOOL YEARS IS ATTACHED. FUTURE YEARS WILL REFLECT A SIMILAR FORMULA OR A NEGOTIATED FIGURE AGREED TO BY BOTH PARTIES.

**3. SERVICES**

THE CITY SHALL PROVIDE THE SERVICES OF ONE POLICE OFFICER AND RELATED SUPPORT SERVICES AND SUPPLIES TO ASSIST THE SCHOOL DISTRICT IN ESTABLISHING AND MAINTAINING A SCHOOL LIAISON OFFICER PROGRAM AT THE SENIOR HIGH SCHOOL. THE OFFICER WILL HAVE PRIMARY RESPONSIBILITY IN SERVING AS A RESOURCE PERSON TO FACULTY, CLASSROOM MEMBERS, AND SCHOOL ADMINISTRATORS IN THE PREVENTION AND DIVERSION OF JUVENILE PROBLEM BEHAVIOR. THE CITY AGREES TO PROVIDE VEHICLE, FUEL, MAINTENANCE, AND OTHER EQUIPMENT AS DEEMED NECESSARY BY THE DIRECTOR OF PUBLIC SAFETY. THE SCHOOL DISTRICT AGREES TO PROVIDE ADEQUATE OFFICE SPACE, TELEPHONE, AND CLERICAL SUPPORT SERVICES.

**4. PAYMENT**

THE CITY SHALL PROVIDE BILLING TO THE SCHOOL DISTRICT FOR SERVICES PROVIDED HEREIN IN THIS AGREEMENT ON A QUARTERLY BASIS.

**5. TERM**

THIS AGREEMENT SHALL COMMENCE ON THE 1<sup>ST</sup> DAY OF JULY, 2012 AND SHALL END ON THE 30<sup>TH</sup> DAY OF JUNE, 2014. THEREFORE, IT SHALL BE RENEWED ON A TWO-YEAR BASIS AS AGREED UPON BY BOTH PARTIES.

**6. GENERAL PROVISIONS**

THE POLICE SCHOOL LIAISON OFFICER IS A CITY EMPLOYEE AND SHALL NOT BE CONSIDERED AN EMPLOYEE OF THE SCHOOL DISTRICT FOR ANY PURPOSE, INCLUDING BUT NOT LIMITED TO, SALARIES, WAGES, OTHER COMPENSATIONS, OR FRINGE BENEFITS, WORKERS COMPENSATION, UNEMPLOYMENT COMPENSATION, P.E.R.A., SOCIAL SECURITY, LIABILITY INSURANCE, KEEPING OF PERSONNEL RECORDS, TERMINATION OF EMPLOYMENT, INDIVIDUAL CONTRACTS OR OTHER CONTRACTUAL RIGHTS. THE OFFICER WILL REPORT TO AND BE DIRECTED BY THE DIRECTOR OF PUBLIC SAFETY. THE OFFICER WILL CONSULT REGULARLY WITH SCHOOL DISTRICT OFFICIALS. RESOLUTION OF UNFORESEEN PROBLEMS ARISING IN THIS PROGRAM SHALL BE NEGOTIATED BY REPRESENTATIVES OF THE SCHOOL DISTRICT AND THE DIRECTOR OF PUBLIC SAFETY.

**7. SCHEDULING**

THE DUTY HOURS OF THE SCHOOL LIAISON OFFICER ARE FLEXIBLE AND WILL BE PRIMARILY COORDINATED WITH THE SCHOOL DAY AND/OR ACTIVITIES. THE OFFICER WILL MAKE DAILY CONTACT WITH THE POLICE DEPARTMENT FOR THE PURPOSE OF KEEPING ABREAST OF INCIDENT REPORTS AND OTHER CITY ACTIVITIES. DURING NON-SCHOOL PERIODS, THE OFFICER'S DUTIES AND SCHEDULE WILL BE DETERMINED BY THE DIRECTOR OF PUBLIC SAFETY.

**8. DISCRIMINATION**

THE CITY AND SCHOOL DISTRICT AGREE NOT TO DISCRIMINATE IN PROVIDING SERVICES UNDER THIS AGREEMENT ON THE BASIS OF RACE, SEX, CREED, NATIONAL ORIGIN, AGE, OR RELIGION.

**IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT, THE DAY, MONTH, AND YEAR, FIRST WRITTEN ABOVE.**

CITY OF FOREST LAKE

FOREST LAKE SCHOOL DISTRICT #831

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
PRESIDENT, FOREST LAKE SCHOOL BOARD

\_\_\_\_\_  
DIRECTOR OF PUBLIC SAFETY

\_\_\_\_\_  
CLERK, FOREST LAKE SCHOOL BOARD

**POLICE LIAISON  
FOREST LAKE SENIOR HIGH SCHOOL  
SCHOOL YEAR 2012-13**

Officer Salary	\$ 71,136
Holiday Pay	\$ 3,009
Benefits	\$ 27,205
Training	\$ 550
Vehicle	\$ 3,000
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<b>TOTAL</b>	<b>\$104,900</b>

**POLICE LIAISON  
FOREST LAKE SENIOR HIGH SCHOOL  
SCHOOL YEAR 2013-14**

Officer Salary	\$ 71,843
Holiday Pay	\$ 3,039
Benefits	\$ 27,930
Training	\$ 550
Vehicle	\$ 3,000
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<b>TOTAL</b>	<b>\$106,362</b>