

## **MEMORANDUM OF UNDERSTANDING (MOU)**

This Memorandum of Understanding (MOU) is being executed by the below listed entities:

Denton Independent School District (DISD)  
City of Denton Police Department (DPD)

Nothing in this MOU should be construed as limiting or impeding the basic spirit of cooperation which exists between the participating entities listed above.

### **I. Purpose**

This MOU establishes and delineates the mission of the School Resource Officer Program, herein referred to the SRO program, as a joint cooperative effort. Additionally, the MOU formalizes relationships between the participating entities in order to foster an efficient and cohesive program that will build a positive relationship between Police Officers and the youth of our community in addition to reducing crime committed by juveniles and young adults.

### **II. Mission**

The mission of the SRO program is the reduction and prevention of school related crime committed by juveniles and young adults. To accomplish this mission police officers, herein referred to as SRO, will be assigned to the following schools:

Denton High School  
Ryan High School  
Guyer High School  
Calhoun Middle School  
Strickland Middle School  
McMath Middle School

The SRO Program accomplishes this mission by creating and maintaining safe, secure, and orderly learning environments for students, teachers and staff. The SRO will establish a trusted communication between students, parents, and teachers. SRO's will serve as a positive role model to instill in students good moral standards, good judgment and discretion, respect for other students, and a sincere concern for the school community. SRO's will promote citizen awareness of the law to enable students to become better informed and effective citizens, while empowering students with the knowledge of law enforcement efforts and obligations regarding enforcement as well as consequences for violating the law. SRO's will serve as a confidential counseling source for students and parents and will provide information on available community resources. The following goals are established to accomplish this mission:

### **III. SRO Program Goals**

The following goals are established to accomplish the mission of the SRO Program:

- A. Promote a safe environment for students, faculty, and staff.
- B. Reduce criminal offenses committed by juveniles and young adults by detention/arrest.
- C. Establish rapport with students, faculty, administrative staff, and parents.

### **IV. Organizational Structure**

#### A. Composition

SRO's are full-time Denton Police Department personnel who are certified peace officers for the State of Texas and meet all requirements as set forth by the Denton Police Department General Orders.

#### B. Supervision

The daily operation and administrative control of the SRO program is the responsibility of the Denton Police Department. Responsibility for the conduct of SRO personnel, both personally and professionally, remains with the Denton Police Department. The Denton Police Department shall retain supervisory personnel to oversee the program. In the performance of their duties, the SRO's shall coordinate with the principal or the principal's designee in the school where they are assigned.

### **V. Procedures**

#### A. Concept

The officers assigned to the SRO Program are, first and foremost, Law Enforcement Officers. SRO's are responsible for carrying out all duties and responsibilities of a police officer and shall at all times, through the chain of command, remain under the control of the Denton Police Department. SRO's are enforcement officers in regards to CRIMINAL matters only. SRO's shall not enforce any "school or house rule" and are not school disciplinarians and should not assume this role. SRO's will not become involved in administrative matters of the DISD which are not criminal matters. SRO's are not formal counselors and will not act as such; however, they are to be used as a resource to assist students, faculty, staff, and all persons involved with the DISD. SRO's may be called upon to teach a variety of subjects to students and staff. Teaching is not only a formal opportunity to educate the campus population, but also another method to build rapport with students and staff.

## B. SRO Duties and Responsibilities

Denton Police Department SRO responsibilities will include, but are not limited to:

- 1) Enforcing criminal law and protecting the students, staff, and public at large against criminal activity, and taking enforcement action on criminal matters when appropriate;
- 2) Taking initial reports of crimes committed on campus and, if practical, investigating these crimes according to the case clearance criteria of the Denton Police Department;
- 3) Providing information concerning law enforcement topics to students and staff;
- 4) Providing counseling, on a limited basis, to students and staff;
- 5) As time allows, presenting information in the classroom on a variety of topics including, but not limited to, narcotics, personal safety, criminal law, leadership and life skills; and
- 6) Assisting staff with unusual or temporary problems related to school discipline, except that at no time will an SRO be regularly assigned to monitor lunchrooms, halls, buses, or other areas or activities on the campus.

## VI. Roles and Responsibilities

A. The DISD shall provide the SRO of each campus with the following facilities and materials deemed necessary to the performance of the SRO's duties:

- 1) An air conditioned and properly lighted, private office, which may be used for general business purposes, located at close as possible to the main entrance of the school;
- 2) A desk with drawers, chair, and a locking filing cabinet;
- 3) A computer;
- 4) The opportunity to participate in appropriate classroom instruction, as time allow; and
- 5) The opportunity to address teachers and school administrators concerning the SRO Program goals and objectives.

- B. Effective January 1, 2018 through June 30, 2018, the DISD agrees to reimburse the City of Denton at a rate of fifty (50) percent of the actual annual salary and benefits of the SRO's assigned to the following campuses:

Denton High School  
Ryan High School  
Guyer High School

- C. Effective July 1, 2018 through June 30, 2019, the DISD agrees to reimburse the City of Denton at a rate of fifty (50) percent of the actual annual salary and benefits for SRO's assigned to the following campuses:

Denton High School  
Ryan High School  
Guyer High School  
Calhoun Middle School  
McMath Middle School  
Strickland Middle School

- D. The DPD will endeavor to have SRO's available for duty at their assigned school each day that school is in session during the regular school year. There is no requirement for DPD to furnish substitute officers on days when the assigned SRO is absent.
- E. The DPD agrees to invoice the DISD quarterly for all monies owed as a result of this agreement and to submit appropriate payroll documentation with the invoice.
- F. The amount of reimbursement set forth in Section VI paragraph B and C of this Memorandum of Understanding shall, effective the date of the execution hereof, be as set forth in Attachment A hereto. The amount of such reimbursement shall thereafter be adjusted not less frequently than annually in accordance with the setting of annual salary and benefits for SRO's by the Denton City Council.

Agreed to in cooperation with the Denton Police Department and the Denton Independent School District.

**SIGNATURES**

\_\_\_\_\_  
**Todd Hileman, City Manager**  
**City of Denton**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Dr. Jamie Wilson, Superintendent of Schools**  
**Denton Independent School District**

\_\_\_\_\_  
**Date**

**ATTEST:**

\_\_\_\_\_  
City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney

Attachment: Attachment A