

**BILL NO. 23-21**

**ORDINANCE NO. 4.640**

**AN ORDINANCE DIRECTING THE CITY MANAGER TO EXECUTE A COOPERATIVE AGREEMENT WITH THE NORTH KANSAS CITY SCHOOL DISTRICT FOR PROVIDING A SCHOOL RESOURCE OFFICER AT ANTIOCH MIDDLE SCHOOL.**

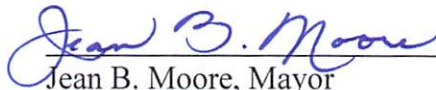
LEGISLATIVE FINDINGS

1. The City of Gladstone and the North Kansas City School District seek to continue a full-time School Resource Officer (SRO) program at Antioch Middle School.
2. The SRO program serves to reduce incidents of delinquency in school by combining law enforcement with educational professionals to address drug and alcohol abuse, youth violence, truancy and other youth issues in an educational environment.
3. The SRO fulfills three valuable roles as Educator, Counselor or Problem Solver, and Law Enforcement Officer.
4. The Cooperative Agreement is in the best interests of the residents of the City of Gladstone.


**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF GLADSTONE, MISSOURI AS FOLLOWS:**

**THAT**, the City Manager of the City of Gladstone, Missouri, is hereby authorized to enter into the proposed Memorandum of Understanding, in substantially the form attached hereto and incorporated herein, with the North Kansas City School District to provide a School Resource Officer at Antioch Middle School.

**INTRODUCED, READ, PASSED, AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI THIS 12TH DAY OF JUNE 2023.**

  
\_\_\_\_\_  
Jean B. Moore, Mayor

ATTEST:

  
\_\_\_\_\_  
Kris Keller, City Clerk

First Reading: June 12, 2023

Second Reading: June 12, 2023



## *Request for Council Action*

RES # City Clerk Only

BILL # 23-21

ORD # 4.640

Date: 5/24/2022

Department: General Administration

Meeting Date Requested: 6/12/2023

Public Hearing: Yes  Date: [Click here to enter a date.](#)

**Subject:** An Ordinance directing the City Manager to execute a Cooperative Agreement with the North Kansas City School District for providing a School Resource Officer at Antioch Middle School.

**Background:** The North Kansas City School District and the City of Gladstone currently have an agreement in place that provides for a uniformed School Resource Officer at Antioch Middle School during the school year. The proposed Ordinance simply updates and renews the agreement terms and accounts for the expected wage and benefit increases for FY 24.

**Budget Discussion:** Funds are budgeted in the amount of \$57,439 from the General Fund. Ongoing costs are estimated to be \$ 57,439 annually. Previous years' funding was \$51,665.

**Public/Board/Staff Input:** Staff recommends approval of the Ordinance that amends the agreement.

**Provide Original Contracts, Leases, Agreements, etc. to:** City Clerk and Vendor.

Fred Farris  
Chief of Police

JM  
City Attorney

BB  
City Manager

# **SCHOOL RESOURCE OFFICER PROGRAM MEMORANDUM OF UNDERSTANDING**

CITY OF GLADSTONE, MISSOURI  
Gladstone, Missouri

NORTH KANSAS CITY SCHOOLS  
District #74

This Memorandum of Understanding is entered into, this 20 day of June, 2023, by and between the City of Gladstone, Missouri (hereinafter referred to as the "City" or "Police Department") and the North Kansas City School District #74, a state accredited, school district located within Clay County, Missouri (hereinafter referred to as the "District")

## **WITNESSETH:**

- A. The City, by and through its Police Department, agrees to provide the School District one or more Gladstone Police Department officers to serve in the School Resources Officer Program in one or more of the District's schools as a School Resource Officer ("SRO"); and
- B. The District and the City desire for this Agreement to guide and direct the School Resource Officer Program.

NOW, THEREFORE, in consideration of the agreements and undertakings hereinafter set forth, and for other good and valuable consideration, the receipt and adequacy therefor being hereby acknowledged, the District and the City agree as follows

## **II. MISSION AND GOALS:**

- A. The mission of the School Resource Officer Program is to reduce incidents of delinquency in or around school by combining law enforcement with educational professionals to address drug and alcohol abuse, youth violence, truancy and other youth issues in an educational environment.
- B. The following goals are shared between the District and the City with regard to the School Resource Officer Program:
  - 1. Provide a safe and respectful school;
  - 2. Enhance the relationship between law enforcement officers and students in middle school; and
  - 3. Foster educational programs, which will address tobacco, alcohol, and other drug issues, violence diffusion and prevention, and other safety issues as needed.
  - 4. Provide DARE education to all fifth graders in the District at the District's four elementary schools located in Gladstone, Missouri: Meadowbrook Elementary School, Chapel Hill Elementary School,

Oakwood Manor Elementary School, Linden West Elementary School, and the Northland Innovations Center.

**III. EMPLOYMENT AND ASSIGNMENT OF THE SCHOOL RESOURCE OFFICER:**

A. Collaboration of the selection of an SRO shall be achieved through the School District's Safety & Security Director, in conjunction with the City. Upon agreeance of such selection, the City shall provide one (1) SRO to Antioch Middle School, 2100 NE 65<sup>th</sup> Street Gladstone, Missouri.

**B. Regular Duty Hours of the School Resource Officer**

1. The SRO shall be assigned to the school on a full-time basis during those days and hours the school is in regular session. The SRO shall be on campus from one-half hour prior to the start of classes until one-half hour after the end of the regularly scheduled school day.
2. On early release or late start days, the SRO may be required to attend District meetings or training during the remainder of the day.
3. During the SRO's daily tour of duty, the SRO may be off campus performing such tasks that may be required by their assignments.
4. The SRO may be temporarily reassigned by the City during school holidays and vacations, and/or during the periods of police emergency.
5. If staffing allows, the City may fill the role of the SRO when the regular SRO is on sick days, vacation days or in training. The City will, at a minimum, provide an officer for traffic control at arrival and dismissal when the SRO is absent and will increase extra patrol.
6. The SRO shall ensure that the respective principal and the School District's Safety & Security Director are notified when an SRO is sick or injured. If an SRO calls in sick, the SRO shall, if possible, use reasonable efforts to notify the principal and the School District's Safety & Security Director prior to the start of the school day.
7. Regular working hours may be adjusted on situational basis with the consent of the SRO's supervisor. These adjustments should be approved prior to their being required and should be utilized to cover scheduled school related activity requiring the presence of a law enforcement officer.

**C. EXTRA DUTY HOURS OF THE SCHOOL RESOURCE OFFICER**

1. The District may request the City to provide a School Resource Officer for summer programs, not to exceed thirty (30) days beyond the normal academic calendar.
2. The District may request the City to provide a School Resource Officer for Before- and After- School Programs, not to exceed three

(3) hours per day. The District shall reimburse the SRO for the Extra Duty Hours at the District's standard off-duty rate unless the SRO is performing duties related to an investigation or Police Department function, in which the SRO will be compensated at his/her overtime rate.

3. The SRO will participate in training related to their SRO duties on one professional development day in the first semester and one professional development day in the second semester. The SRO will work with the District Safety & Security Director to establish and set up the training.

D. The Role of the School Resource Officer

The role of the School Resource Officer is based on a "triad" approach adopted from training developed and presented by the National Association of School Resource Officers (NASRO) and/or the Missouri School Resource Officers Association (MSROA). The triad philosophy defines a School Resource Officer as fulfilling three main roles: Educator, Counselor or Problem Solver, and Law Enforcement Officer.

1. Educator - The School Resource Officer shall provide educational information in the form of classroom presentations, parent or public presentations, or in-service school staff presentations. Formal presentations shall be made available to these groups on any topic concerning public safety, law related issues, crime prevention, drug abuse prevention, gang prevention, or other topics as appropriate. The School Resource Officer will act as an instructor, or arrange for another SRO or certified public safety instructor, for these respective presentations when invited to do so by the principal or member of the faculty. These presentations shall be conducted in a professional manner and shall be pre-approved by the District's Director of Safety & Security with input from the respective school administrator.
2. Counselor/Problem Solver - The School Resource Officer is not a substitute for school counselors. The SRO may give advice or guidance to students and the education staff within the context of the officer's knowledge, training and experience. The SRO counsels students on a variety of issues, which may range from dealing with anger, personal conflicts, drug and alcohol issues, abuse and neglect, and other issues related to public safety or the law.

The School Resource Officer shall work closely with the District's Director of Safety & Security, school administrators and counselors, social workers, juvenile officers, and other organizations, which service youth in order to provide support to students in need.

3. Law Enforcement Officer - The School Resource Officer shall conduct criminal investigations and make arrests utilizing the same criteria as any other certified law enforcement officer of the City. However, the effective SRO will often work with the District's Director of Safety & Security, school administrators, parents, social service agencies, and perhaps the Clay County Juvenile Office to explore effective ways to hold juvenile offenders accountable for their actions.

The School Resource Officer shall also gather intelligence information regarding criminal activities involving school aged or juvenile offenders. This information is then shared with the appropriate resources.

E. Additional Duties of the School Resource Officer

1. The SRO shall coordinate all of his/her activities with the City, the District's Director of Safety & Security, the principal and staff members concerned, and will seek permission, advice, and guidance prior to enacting any programs within the School.
2. The SRO shall develop expertise in presenting various subjects to the students. Such subjects shall include a basic understanding of the laws, the role of the police, and the police mission.
3. The SRO shall encourage individual and small group discussions with students based on material presented in class to further establish rapport with the students.
4. When requested by the District's Director of Safety & Security or by the respective principal, the SRO shall attend parent/faculty meetings to solicit support and understanding of the SRO program. Each year, the SRO will provide faculty members, especially new members, an overview of the SRO program.
5. The SRO shall make himself/herself available for conferences with students, parents, and faculty members in order to assist them with problems of law enforcement, crime prevention, or violence prevention topics. Confidential information shall not be disclosed except as provided by law or court order.
6. The SRO shall become familiar with all community agencies that offer assistance to youth and their families such as mental health clinics, drug treatment centers, etc. The SRO shall make referrals to such agencies and liaise when necessary, thereby acting as a resource person to the students, faculty and staff of the school.
7. The SRO shall assist the District's Director of Safety & Security and principal(s) in developing plans and strategies to prevent and/or minimize dangerous situations that may occur on campus or during school sponsored events.

8. The SRO shall adhere to School Board policy, City policy and legal requirements should it become necessary to conduct formal police activities with the students.
9. If the SRO becomes aware of any criminal investigation at the SRO's respective school(s), the SRO should help coordinate that investigation, even though the SRO may not be the lead investigator. For example, when the SRO becomes aware of a child abuse case, they may not be the lead investigator; however, the SRO will make the necessary contacts with the appropriate investigating agency to facilitate the investigation.
10. The SRO shall take law enforcement action as required. As soon as practical, the SRO shall make the District's Director of Safety & Security, along with the respective principal, aware of such action. At the request of District's Director of Safety & Security or the respective school principal, the SRO shall take appropriate law enforcement action for violations of the law on school property or at related school functions as allowed by Missouri Statues.
11. The SRO shall give assistance to other law enforcement officers and/or other local law enforcement departments in matters regarding his/her school assignment, whenever necessary.
12. The SRO shall, whenever possible, and in accordance with established overtime procedures, participate in and/or attend school functions.
13. The SRO may be assigned non-campus investigations relating to runaways or truant students that attend the school to which the SRO is assigned.
14. The SRO shall maintain detailed and accurate records of the operation of the School Resource Officer Program, and shall make them available to the City, the District's Director of Safety & Security, principal, or superintendent as required by law.
15. The SRO shall not act as a school disciplinarian or conduct searches or frisks on behalf of an administrator for issues only related to school discipline. However, if there is a safety risk; or the District's Director of Safety & Security or the principal believes a violation of law has occurred, and the school district intends to pursue the matter criminally; then the SRO shall be contacted. The SRO shall determine whether law enforcement action is appropriate. If the District's Director of Safety & Security disagrees, then the SRO's supervisor at the City shall be consulted.
16. The SRO is not to be used for regularly assigned lunchroom duties, hall monitor, bus monitor, in school suspension monitor, or any other

regularly assigned duties that are filled by a School or District employee. If there is a problem in one of these areas, the SRO should be actively involved and help the school solve the problem. These solutions will vary, but may include the presence of the SRO in these areas. Even though the SRO is not to be assigned regular duties of another School or District member in these high traffic areas, the SRO should make a consistent and regular practice to be visible in these areas. The SRO's presence will provide great opportunities to make positive contacts with students and to help deter negative issues from occurring.

17. The SRO or City should ensure the respective principal and the District's Director of Safety & Security are notified when the SRO is sick or injured prior to the start of the school day.

F. Access to Education Records

1. School officials shall allow the SRO to inspect any public records maintained by the School District to the extent allowed by state and federal law. However, law enforcement officials may not inspect and/or copy confidential student education records except in accordance with Board of Education Policy and Regulations.
2. If some information in a student's cumulative record is needed in an emergency to protect the health or safety of the student or other individuals, school officials may disclose to the SRO that information which is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety.
3. A full explanation as to the need of the information to handle the emergency and the extent to which time is of the essence shall be articulated in the SRO's official policy report.
4. If confidential student record information is needed, but no emergency exists, the information may be released only upon the issuance of a search warrant or subpoena to produce the records, or with consent of the student's parent or guardian as required by Board Policy or as otherwise allowed by state and federal law.
5. The City, the Police Department and the SRO will comply with the Family Educational Rights and Privacy Act, 20 U.S.C.A. § 1232g, and will indemnify the District, to the extent permitted by law, for any damages suffered by it by reason of its failure to do so.

IV. RIGHTS, DUTIES AND RESPONSIBILITIES OF THE DISTRICT



- A. District Administration shall provide to all the full-time SRO's the following materials and facilities, which are deemed necessary to the performance of the SRO duties:
  - 1. Access to an air-conditioned and properly lighted private office, which shall contain a telephone to be used for general business purposes. This office may be shared by another SRO, but shall be for SRO use only.
  - 2. A location for files and records, which can be properly locked and secured.
  - 3. A desk with drawers, a desk chair, additional guest chair(s), filing cabinet office supplies.
  - 4. Access to a computer and/ or secretarial assistance.

V. FINANCING OF THE SCHOOL RESOURCE OFFICER PROGRAM

- A. The District agrees to pay \$57,439.00 to the City of Gladstone, Missouri as its share of the Officer's salary in the School Resource Officer Program for the term of the agreement, as described herein.

VI. TERM OF THE SCHOOL RESOURCE OFFICER PROGRAM

This program is effective for the twelve-month period beginning on July 1<sup>st</sup>, 2023, for the academic school year, and shall remain in effect until either June 30, 2024, or until a party provides written notice to the other party indicating a request for either amendment or termination as indicated in section IX, entitled TERMINIATION OF AGREEMENT.

VII. EMPLOYMENT STATUS OF THE SCHOOL RESOURCE OFFICER

- A. The School Resource Officer shall remain an employee of the City of Gladstone, Missouri, and shall not be an employee of the District.
- B. The District and the City acknowledge that the School Resource Officer shall remain responsible to the chain of command of the Department. However, the School Resource Officer shall coordinate efforts and activities with the District's Director of Safety & Security and respective school principal.

VIII. DISMISSAL OF SCHOOL RESOURCE OFFICER; REPLACEMENT

- A. In the event the principal of the school to which the SRO is assigned feels that the particular SRO is not effectively performing his or her duties and responsibilities, the principal shall discuss the matter with School District's Director of Safety & Security. The School District's Director of Safety & Security will try and resolve any issues. However, if the principal and the School District's Director of Safety & Security agree that the respective SRO should be removed from the program then the School District's Director of Safety & Security shall then give this written recommendation to the Executive Director for Support Services and Student Activity.

- B. The Executive Director for Support Services and Student Activity will exhaust all avenues in an attempt to resolve the situation. If resolution cannot be gained, the recommendation to remove the SRO from the program will be forwarded to the Superintendent of the District. Within a reasonable time after receiving the recommendation to remove the SRO from the program, the Superintendent or his/her designee shall advise the City of the request.
- C. If the City so desires, the Superintendent and the City Manager or his/her designees, shall meet with the SRO to mediate or resolve any problems, which may exist. At such a meeting, specific members of the respective school, along with the School District's Director of Safety & Security and Executive Director for Student Activities and Support Services may be required to be present. If, within a reasonable amount of time after commencement of such mediation, the problem cannot be resolved or mediated, or in the event the City does not seek mediation, then the SRO shall be removed from the program and the school. The City shall then provide a replacement SRO.
- D. The City may dismiss or reassign an SRO based upon City Rules, Regulations and/or General Orders and when it is in the best interest of the people of the City of Gladstone, Missouri, and the District.
- E. In the event of the resignation, dismissal, reassignment or long-term absence of an SRO, the City shall provide a temporary replacement for the SRO within thirty (30) calendar days of receiving notice of such resignation, dismissal, reassignment or long-term absence.

#### IX. TERMINATION OF AGREEMENT

- A. This agreement may be terminated by either party upon ninety (90) days written notice that any other party has failed to substantially perform in accordance with the terms and conditions of this Agreement.
- B. Either party upon one hundred eighty (180) days written notice may terminate this Agreement without cause.
- C. Termination of this Agreement may only be accomplished as provided herein.
- D. In the event this Agreement is terminated, compensation will be made to the Department for all services performed to the date of the termination and the School District shall be entitled to a pro-rated refund for that period of time when SRO services are not provided because of the termination of the Agreement.

**X. EVALUATION OF PROGRAM**

- A. It is mutually agreed that the City and the District shall annually evaluate the School Resource Officer Program and implement recommendations and changes as needed and agreed upon.

**XI. NOTICES**

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:

Daniel Clemens, Superintendent  
North Kansas City School District  
2000 NE 46<sup>th</sup> Street  
Kansas City, Missouri 64116

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Bob Baer  
City Manager  
7010 North Holmes  
Gladstone, Missouri 64118

**XII. GOOD FAITH**

- A. The District, the City, their agents and employees agree to cooperate in good faith in fulfilling the terms of this Agreement.
- B. Unforeseen difficulties or questions will be resolved by negotiation between the District Superintendent and the City Manager, or their designees.

**XIII. MODIFICATION**

This document constitutes the full understanding of the parties and no terms, conditions, understandings or agreement purporting to modify or vary the terms of this document shall be binding unless hereafter made in writing and signed by the party to be charged.

**XIV. NON-ASSIGNMENT**

This Agreement, and each and every covenant herein, shall not be capable of assignment, unless the express written consent of the District and the City is obtained.

**XV. MERGER**

This agreement constitutes a final written expression of all the terms of this Agreement and is a complete and exclusive statement of those terms.

**XVI. INSURANCE**

It is understood that both the City and the School District are governmental bodies and maintain appropriate insurance coverage.

**XVII. LEGAL CONTINGENCIES**


It is understood and agreed that this agreement is entered into solely for the benefit of the parties hereto and gives no right to any other party. Without waiving any governmental immunity, sovereign immunity, or official immunity, each party agrees to be responsible and assumes liability for its own actions and omissions and those of its Officers, teachers, staff or any other agent for any incident arising out of or in connection with this agreement, to the fullest extent required by the law and agrees to save, indemnify, defend and hold the other party harmless from such liability for its own actions.

**XVIII. NO WAIVER OF IMMUNITY**

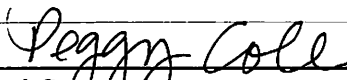
Nothing in this Agreement waives any governmental immunity including sovereign immunity or official immunity available to the parties or their agents. The parties hereby expressly reserve all immunities available under Missouri law.

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

**NORTH KANSAS CITY SCHOOLS, DISTRICT #74**

  
\_\_\_\_\_  
Janet Kauk, Vice President  
Board of Education

6.20.2023  
Date

  
\_\_\_\_\_  
Board Secretary

6.20.2023  
Date

**CITY OF GLADSTONE, MISSOURI**

  
\_\_\_\_\_  
Bob Baer, City Manager

6/14/23  
Date