

June 28, 2023

**AUTHORIZE THE FIRST RENEWAL OF THE INTERGOVERNMENTAL AGREEMENT WITH THE  
CHICAGO POLICE DEPARTMENT OF THE CITY OF CHICAGO FOR SCHOOL RESOURCE  
OFFICER SERVICES**

**THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Authorize the first renewal of the Intergovernmental Agreement with the Chicago Police Department of the City of Chicago (CPD) to provide School Resource Officer (SRO) services at designated schools for the Office of Safety and Security at an estimated cost set forth in the Compensation Section of this report. A written agreement for Vendor's services regarding the terms of the Intergovernmental Agreement is currently being negotiated. No payment shall be made to CPD and no services shall be provided by CPD prior to execution of the written agreement. The authority granted herein shall automatically rescind in the event a written agreement is not executed within 90 days of the date of this Board Report. Information pertinent to this option is stated below.

**VENDOR:** Vendor # 47512  
CHICAGO POLICE DEPARTMENT  
121 N. LASALLE  
CHICAGO, IL 60602  
Fred Waller  
312-744-5000

**USER INFORMATION:**

Contact: Office of Safety and Security  
42 W. Madison St.  
Chicago, IL 60602  
773-553-3030

**DESCRIPTION:** CPD will provide sworn, full-duty police officers at each of the designated schools for full shifts to perform the duties of a school resource officer (SRO) set forth in the job description attached hereto as Attachment 1 to ensure the safety of CPS students, school personnel and others on school property. While including traditional safety and police assistance for the school community, the SRO job description includes and emphasizes the duties that provide for a safe school environment and promote productive and positive community/police relationships and interactions. SROs shall be uniformed and carry standard equipment.

Eligibility and Selection Process. SRO candidates will be placed at a school through an eligibility and selection process. CPD will recommend candidate(s) for placement at a school. The principal may interview the candidate(s). The principal has the right to reject the candidate(s) and ask for other candidates. CPD will create an eligibility list of SRO candidates for possible placement at a school based on predefined eligibility criteria, including an excellent disciplinary history and interview by CPD Chief of Bureau Operations.

Training. SROs are required to undergo training through the National Association of School Resource Officers (NASRO) courses or replacement training approved by the federal monitor. SROs will also undergo CPS training on: restorative practices; CPS Student Code of Conduct; youth development; disability and special education issues; youth crisis intervention; implicit racial bias; interaction with specific student groups such as students with limited English proficiency, LGBTQIA students, homeless students; and, sensitivity around immigrant student situations, as well as annual refresher training.

Program Monitoring. CPS Office of School Safety and Security will perform compliance monitoring of the SRO program throughout the school year by meeting with CPD every two weeks and meeting with the

federal monitor every month to review key performance indicators.

Scope of SRO Services. SROs will maintain a visible presence in and around the designated schools and have positive student interactions.

SROs shall respond immediately to calls involving emergency situations. SROs will call in to dispatch all emergency situations to protect all CPS students, school personnel or others who are present on school property and, in non-criminal acts, reference the CPS Student Code of Conduct to determine, in consultation with school administrators, including for matters within its purview, the CPS Office of Student Protections and Title IX, if the situation can be handled through Board student disciplinary processes.

SROs shall have no involvement in school disciplinary actions or processes and shall ensure that no other CPD officers are requested to intervene in school disciplinary actions.

SROs will coordinate with school administration and the CPS Office of School Safety and Security personnel in problem solving exercises and emergency drills. SROs will participate in any training of CPS emergency drills, including active shooter response. SROs' actions shall always minimize any disruption to the school's normal operations.

SROs shall work with school administrators to make reasonable attempts to reach students' parents or guardians prior to any action by a CPD officer involving a student on school grounds. Nothing herein limits the authority of any SRO to perform their duties, as provided by ordinance and statute.

SROs shall notify their immediate supervisor and/or Commander of inappropriate situations where they are asked by school administrators, teachers and other staff to intervene in student situations that involve mere school disciplinary actions.

SROs and school administrators shall develop plans and strategies to prevent and/or minimize dangerous situations. SROs shall share information with the school administrators about persons and conditions that pertain to campus safety concerns.

SROs shall be a resource for students which will enable them to be associated with a law enforcement figure and role model in the students' environment.

SROs can participate in meetings with school administration upon notification and approval of the SRO's immediate supervisor or Commander.

SROs must have knowledge of the CPS Student Code of Conduct and CPS disciplinary procedures.

SROs will follow the Reciprocal Reporting Systems Agreement between CPS and CPD, as said agreement may be amended from time to time, regarding any arrests made pursuant to this Agreement.

SROs shall maintain daily reports on all crimes and arrests committed by any persons at CPS schools, whether a student, staff or otherwise.

SROs shall not transport students in CPD vehicles except when the students are under lawful arrest or when some other emergency circumstances exist. SROs shall not transport students in their personal vehicles.

SROs must at all times operate in compliance with applicable laws, ordinances, and CPS policies, including the Family Educational Rights and Privacy Act (FERPA), the Illinois School Student Records Act (ISSRA) and those relating to non-discrimination. CPD computer terminals will not be installed at schools and SROs will be prohibited from entering information into the Criminal Enterprise Information System (CEIS).

**ORIGINAL AGREEMENT:** The original agreement (authorized by Board Report 22-0727-EX2) with a not-to-exceed amount of \$10,166,587 was for a term commencing September 1, 2022 and ending August 31, 2023, with the Board having two (2) options to renew for periods of one (1) year each.

**OPTION PERIOD:** The term of this agreement is being renewed for one (1) year commencing September 1, 2023 and ending August 31, 2024.

**OPTION PERIODS REMAINING:** There is one (1) option period remaining for one (1) year.

**COMPENSATION:** CPD shall be paid as set forth in the agreement. The estimated annual cost during this agreement shall not exceed \$10,347,298

**AUTHORIZATION:** Authorize the General Counsel to include other relevant terms and conditions, in the written agreement. Authorize the President and Secretary to execute the agreement. Authorize the Chief Safety and Security Officer to execute all ancillary documents required to administer or effectuate this option document.

**AFFIRMATIVE ACTION:** Pursuant to the Remedial Program for Minority and Women Owned Business Enterprise Participation in Goods and Services Contracts (M/WBE Program), this contract is exempt as this contract is an intergovernmental agreement.

**LSC REVIEW:** Local School Council approval is not applicable to this report.

**FINANCIAL:**

Various Funds  
FY24 \$10,347,298  
Unit 12670

Not to exceed \$10,347,298 for the one (1) year term.  
Future year funding is contingent upon budget appropriation and approval.

**GENERAL CONDITIONS:**

Inspector General - Each party to the agreement shall acknowledge that, in accordance with 105 ILCS 5/34-13.1, the Inspector General of the Chicago Board of Education has the authority to conduct certain investigations and that the Inspector General shall have access to all information and personnel necessary to conduct those investigations.

Conflicts - The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their terms of office.

Indebtedness - The Board's Indebtedness Policy adopted June 26, 1996 (96-0626-PO3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics - The Board's Ethics Code adopted May 25, 2011 (11-0525-PO2), as amended from time to time, shall be incorporated into and made a part of the agreement.

Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

**Approved for Consideration:**

DocuSigned by:  
*Jadine Chou*  
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**Jadine P. Chou**  
**Chief Safety and Security Officer**

**Approved:**

DocuSigned by:  
*Pedro Martinez*  
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**Pedro Martinez**  
**Chief Executive Officer**

Approved as to legal form: <sup>DS</sup> ES

DocuSigned by:  
*Ruchi Verma*  
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**Ruchi Verma**  
**General Counsel**

**ATTACHMENT 1**

**School Resource Officer Job Description**

School Resource Officers shall:

- A. Establish and maintain a close partnership with school administrators in order to provide for a safe school environment. Assist school officials with their efforts to enforce Board policies and procedures. Ensure school administrator safety by being present during school searches, which may involve weapons, controlled dangerous substances or in such cases that the student's emotional state may present a risk to the administrator. Assist school administrators in emergency crisis planning and implementation and building security matters. Provide a course of training for school personnel in handling crisis situations, which may arise at the school.
- B. Work to provide and maintain a safe school environment through close contact and positive relationships with students. The SRO should monitor crime statistics and work with local patrol officers and students together to design crime prevention strategies.
- C. Provide law enforcement and police services to the school, school grounds and areas adjacent to the school. Investigate allegations of criminal incidents per police department policies and procedures. Enforce state and local laws and ordinances.
- D. Be visible within the school community, including, when feasible, attending and participating in school functions during normal school hours. Build working relationships with the school's staff as well as with student and parent groups.
- E. Participate in the design and presentation of classes, lectures or programs in law related education to support the educational efforts of the faculty. Work with teachers in designing and presenting law-related topics and the role of police in our society.
- F. Work with guidance counselors and other student support staff to assist students and to provide services to students involved in situations where referrals to service agencies are necessary. Assist in conflict resolution efforts.
- G. Initiate interaction with students in the classroom and general areas of the school building. Promote the profession of police officer and be a positive role model. Increase the visibility and accessibility of police to the school community.