

CONTRACT C2016-1008

INTERGOVERNMENTAL AGREEMENT CONCERNING THE FUNDING,  
IMPLEMENTATION AND ADMINISTRATION OF  
PROGRAMS INVOLVING POLICE OFFICERS IN SCHOOLS

THIS INTERGOVERNMENTAL AGREEMENT, dated this 11<sup>th</sup> of December, 2015, is entered into by and between THE CITY OF COLORADO SPRINGS, a Colorado Municipal Corporation and Home Rule City (hereinafter referred to as the "City"), by and through the Colorado Springs Police Department (hereinafter referred to as the "CSPD"), and COLORADO SPRINGS SCHOOL DISTRICT 11 (hereinafter referred to as the "School District" or the "District"). For purposes of this Intergovernmental Agreement ("IGA") each party may be referred to as a "party" or collectively as "parties".

THE PARTIES AGREE AS FOLLOWS:

1. AUTHORITY: This IGA is made by and between the parties hereto under the authority of CRS Section 29-1-203, *et seq.*
2. PURPOSE: The purpose of this IGA is to provide for the health, safety, and welfare of Colorado Springs' public school students by providing for partnership programs involving police officers in schools.
3. OBLIGATIONS OF THE PARTIES:
  - A. Subject to annual appropriation by Colorado Springs City Council and availability of appropriated funds, the City will provide funds to pay for police officers to support this partnership program with the School District. The City will invoice the School District on a semester basis for the partnership program. The City will also furnish any equipment necessary for the operation of this program.
  - B. The School District will schedule the working hours of the police officers supporting the partnership program, taking into account those days when the School District is in operation. The hours of police officer availability will be during school hours while the School District is in session. Adjustments outside of these regular hours may be made by mutual agreement between the School District's security department and the CSPD.
  - C. Officers supporting the partnership program will be City employees recruited and selected by CSPD. Their salary, payroll taxes, payroll-based expenses, and benefits will be paid by the City.
  - D. Cost-sharing between the City and the School District will be based on the schedule of projected costs contained in Section 5 of this IGA. In order to ensure proper appropriation and set-aside of funds required by the School District, a thirty (30) day advance notice shall be given to the School District for any adjustments by the City to reflect changes in salary as determined by the City Salary Schedule, and to reflect the

actual amount of time officers work in their official capacity within the partnership program by mutual agreement of the parties. The City will be responsible for providing workers' compensation coverage, the cost of which will be included in the projected costs to be shared in accordance with Section 5 of this IGA.

- E. All scheduling, deployment, supervision, and payment of the officers supporting the partnership program will be the responsibility of the City. The deployment needs of the CSPD will take priority over partnership duties.
- F. The City and the School District retain all of their rights and obligations under the Colorado Governmental Immunity Act, CRS 24-10-101, *et seq.*, as may be subsequently amended. The City specifically assumes no responsibility for the overall implementation, operation, or administration of this program.
- G. The City reserves the option to make substitute police officers available when regularly scheduled officers are not available to support the program.
- H. The partnership program consists of High School Resource Officers ("SROs"). Further definitions of duties are provided in Section 4 of this IGA. If the School District is not participating in a particular program, the duties assigned will be identified as "not applicable."
- I. Information and record sharing between CSPD and the District concerning education student records shall follow the requirements and allowed exceptions of the School District's regulations, policies, procedures, the Family Educational Rights and Privacy Act of 1974, the Health Insurance Portability and Accountability Act of 1996, as well as all applicable Federal civil rights laws and relevant Colorado statutes. The sharing of CSPD criminal justice records with the District will be controlled by CSPD policies and procedures, the Colorado Criminal Justice Records Act and other relevant Colorado law.

#### 4. ROLES AND RESPONSIBILITIES:

- A. School District: The mission of school security is to build partnerships with school communities by creating and maintaining a safe and nurturing educational environment for all students, staff, and visitors, by deterring criminal and disruptive conduct that impacts the learning environment, ensuring timely and effective response to requests for assistance, and providing training in emergency preparedness.

#### The School District will:

1. Provide a school district coordinator.
2. Provide a school facilitator (liaison in the school).
3. Provide time for the school principal designee, District security department supervisor and the SRO to review the school crisis plan at the beginning of each semester.

4. Adhere to School District Policies, Regulations and Procedures including, but not limited to crisis prevention, emergency response procedures (practice drills), threat assessments, and addressing behavior or other information that may indicate impending violence.
5. Provide an office for the assigned SRO.
6. Coordinate other meetings as deemed necessary with the SRO by the District, school staff, SRO, or SRO supervisors.
7. Observe and provide feedback for the SRO.
8. Include District Representatives on the SRO Selection Board.
9. Comply with the following notification provisions:
  - a. Notify CSPD in each and every instance the School District or school administration becomes aware of an SRO volunteering his/her time at the SRO's assigned school. This notification will be made to the Police Chief as soon as the District or school administration becomes aware of the officer's volunteer activities.
  - b. Ensure personnel working with the SRO review and familiarize themselves with CSPD General Orders 580, 750, 755, 775, 1301, 1655 or any General Order that is subsequently provided by CSPD to the School District Superintendent and identified as a General Order that is applicable to this Agreement.
  - c. Notify CSPD in each and every instance in which the District or school administration has reason to believe that an SRO is in violation of the above-referenced General Orders. As soon as the District or school administration becomes aware or suspects that an SRO may be in violation of any of the above-referenced General Orders, notification will be made to the Police Chief.
10. To the extent permitted by Colorado law, indemnify, defend and hold harmless the City from and against any and all claims, demands or causes of action for injury or death to any person or damage to property (including all costs and reasonable attorneys' fees incurred in defending any claim, demand or cause of action) in any case in which the District or school administration intentionally fails to inform the City of any violation of the Notification Provisions of Section 4, Subsection A of this Agreement, that it knew or should have known about.

B. The CSPD High School Resource Officer: The mission of the High School SRO is to provide for and maintain a safe, healthy, and productive learning environment while acting as a positive role model for all Colorado Springs' public high school students by working in a cooperative, proactive, problem-solving partnership between the City and the School District.

The City will:

1. Provide officer supervision.
2. Provide an SRO trained police officer assigned to the SRO unit. Provide officer uniforms, equipment, vehicle, and training.
3. Place an SRO in the school five days per week.

4. Notify the District in each and every instance the City or CSPD becomes aware of an SRO volunteering his/her time at the SRO's assigned school. This notification will be made to the District's superintendent as soon as the City or CSPD becomes aware of the SRO's volunteer activities.
5. Remove from the district school to which he/she is assigned and all other district schools any SRO who the City or CSPD has a reasonable basis for believing is or may be engaging in any unlawful or inappropriate activity impacting the safety of others. This removal will occur as soon as the City or CSPD becomes aware of the SRO's possible unlawful or inappropriate activity.
6. Ensure that City and CSPD personnel working with the District pursuant to the terms of this Agreement, including the SRO, review and familiarize themselves with District Policy IJOC and Regulation IJOC-R or any amendments thereto or any District Policy or Regulation that is subsequently provided by the District to the Police Chief and identified as a Policy or Regulation that is applicable to the Agreement.

The High School SRO will:

1. Enhance safety on school grounds to provide a safe learning environment. Assist school staff and students with locating community resources.
2. Identify and solve mutual problems affecting the School District and the community.
3. Assist teachers by supporting their classes dealing with constitutional and local law issues. Assist teachers by supporting and/or providing supplemental course instruction relating, but not limited to, social media and cyber safety, drug interactions, explicit mobile device communication and constitutional law.
4. Provide a positive liaison between CSPD, the students, the school administration, and the District security department.
5. Assist with, solve, or be involved in any issue of mutual interest and agreement.
6. Conduct visits to the high schools' feeder middle school(s) on a time-available basis and respond to calls for service as requested by the middle school principal or designee or District personnel on a time-available basis.
7. Adhere to the Colorado Revised Statutes and CSPD's Policies and Procedures including, but not limited to crisis prevention, emergency response procedures (practice drills), threat assessments, and addressing behavior or other information that may indicate impending violence.
8. Not volunteer his/her time, outside of normal duty time and compensated time activities, at the school to which he/she is assigned.

C. Special Considerations:

1. Both CSPD and the District acknowledge that SROs will not respond to or be responsible for requests to resolve routine discipline problems involving students. All issues concerning routine student discipline, including student

code of conduct violations and student misbehavior, will be handled exclusively by the District unless such violation or misbehavior involves criminal conduct.

2. Although SROs will be working in conjunction with the school staff, they will report directly to the CSPD administrative sergeant on any administrative matters.
3. Although assigned to a specialized unit within CSPD, SROs are required by policy and procedure to perform various tasks throughout the year, including but not limited to weapons' qualification on a quarterly basis, in-service training on an annual basis, and court appearances as subpoenaed.
4. CSPD understands and acknowledges that there may be circumstances in which both the CSPD and the District will have a need to investigate student conduct, on or off school property. CSPD further understands and acknowledges that District investigation of such conduct will not necessarily be to determine whether a crime has been committed but whether appropriate disciplinary measures need to be taken. After consultation by the District with a CSPD supervisor regarding the scope of the concurrent investigation, the District will be entitled to interview witnesses, including the alleged perpetrator(s) of such conduct, and conduct its own investigation as it determines is appropriate and within time frames it deems appropriate.

5. REIMBURSEMENT:

- A. The City will invoice the School District each semester for the costs associated with the operation of the partnership program.
- B. The High School SRO program will consist of having an officer in each of the District's contracted high schools 8 hours per day for 5 days per week, or 40 hours total per week for the School District year. The Grant position is designated as a "roving" police officer. However, by mutual agreement between the District and the City, this schedule can be modified to better address the needs of the District. The SRO will use both the first and last 30 minutes of their shift for donning or doffing their uniform and for travel to and from the school and their area command.

School	Estimated Cost Fall Semester	Estimated Cost Spring Semester	Total Cost 2015-2016 School Year	Est. CSPD Share (25%)	Est. School District Share (75%)
Coronado	\$30,899	\$38,024	\$68,923	\$17,231	\$51,692
Doherty	\$30,899	\$38,024	\$68,923	\$17,231	\$51,692
Mitchell	\$30,899	\$38,024	\$68,923	\$17,231	\$51,692
Palmer	\$30,899	\$38,024	\$68,923	\$17,231	\$51,692
Wasson	\$30,899	\$38,024	\$68,923	\$17,231	\$51,692
Grant Position	\$30,899	\$38,024	\$68,923	\$17,231	\$51,692

- C. Invoices for cost sharing are due and payable in full upon receipt.
- D. The City will account for all such cost-sharing amounts received as revenue to the General Fund.

6. TERM OF PROGRAM:

- A. The partnership program between the City and the School District under this IGA is deemed to have begun on the first day of the first (Fall) semester of school in the 2015-2016 school year and ends on the last day of the second (Spring) semester of school in the 2015-2016 school year as defined by the School District.
- B. This IGA shall be effective for five school years (2015/2016 through 2020/2021) unless it is terminated earlier as provided. The IGA includes a basic, one-school-year period with four optional one-school-year periods. The District may exercise its option to extend the contract for each additional school year period by providing the City with notice of its intent to renew thirty (30) days prior to the current expiration date. Any option to extend this contract will become effective only after agreement of the City to the extension. Any extension of this IGA is subject to annual appropriation of funds by both the City and the School District. Estimated costs will be provided to the District by October 31 for planning and budgeting purposes. The actual cost of the spring semester will be determined prior to January 1 of the subsequent year, subject to officers' salary revisions contracted by the City.

7. ASSIGNMENT: Neither School District nor the City shall assign or otherwise transfer this IGA or any right or obligation hereunder without prior written consent of the other party.

8. LAW: This IGA is subject to and shall be interpreted under the law of the state of Colorado, and the Charter, City Code, Ordinances, Rules and Regulations of the City of Colorado Springs, Colorado, a Colorado Home Rule City. Court venue and jurisdiction shall exclusively be in the Colorado District Court for El Paso County, Colorado. The parties shall ensure that the parties' employees, agents, and officers are familiar with, and comply with, applicable federal, state, and local laws and regulations as now written or hereafter amended.

9. APPROPRIATION OF FUNDS:

- A. In accord with the Colorado Constitution, Article X, and the City Charter, performance of the City's obligations under this IGA are expressly subject to the appropriation of funds by the City Council. Further, in the event that funds are not appropriated in whole or in part sufficient for performance of the City's obligations under this IGA, or appropriated funds may not be expended due to City Charter spending limitations, the City may terminate this IGA without compensation to the School District.
- B. The School District's participation under this IGA is subject to annual appropriation of funds by the School District.

10. TERMINATION:

A. The City may terminate this IGA with the School District for the City's convenience upon 30 days' written notice to the School District without compensation to the School District.

B. The School District may terminate this IGA with the City for the School District's convenience upon 30 days' written notice to the City without compensation to the City except for services actually performed prior to the termination or during the 30 day notice period.

11. INTEGRATION: This IGA is a completely integrated agreement and contains the entire agreement between the parties. Any prior written or oral agreements or representations regarding this agreement shall be of no effect and shall not be binding on the School District or the City. Further, the School District and the City acknowledge and agree that this is a negotiated text agreement, and that as such no term shall be construed against the City as the author thereof.

12. NO THIRD PARTY BENEFICIARY: It is expressly understood and agreed that enforcement of the terms and conditions of this IGA, and all rights of action relating to such enforcement, shall be strictly reserved to the parties hereto. Nothing contained in this IGA shall give or allow any such claim or right of action by any third person or entity. Any third party receiving services or benefit under this IGA shall be deemed to be incidental beneficiaries only.

13. ENTIRE AGREEMENT: This IGA constitutes the entire agreement between the parties hereto, and all other representations or statements heretofore made, verbal or written, are merged herein, and this IGA may be amended only in writing, and executed by duly authorized representatives of the parties hereto.

14. LOCAL CONCERN: The parties agree and acknowledge that the activities contained in this IGA are matters of local concern only, and that the parties have mutually joined together for the performance of the matters of local concern, and that nothing in this IGA shall be construed as matters of statewide concern.

15. INDEMNIFICATION: The provision of services under this IGA is for the benefit of both parties to the IGA. Each party agrees to be responsible for its own liability incurred as a result of its participation in this IGA. In the event any claim is litigated, each party will be responsible for its own expenses of litigation or other costs associated with enforcing this IGA.

16. LIABILITY: City is a self-insured home rule municipality and Colorado municipal corporation for purposes of general liability, auto liability, and Workers' Compensation. City and District are also provided with the protections and immunities of the Colorado Governmental Immunity Act ("CGIA"), Sections 14-10-101 through 24-190-120, Colorado Revised Statutes, as now written or amended in the future. City will maintain adequate levels of self-insurance for its own liability incurred as a result of any of its actions under this IGA. The City and the District shall provide for the other party a

Certificate of Self-Insurance indicating insurance as hereby required including Worker's Compensation to statutory limits.

IN WITNESS WHEREOF, the parties, through their duly authorized representatives, have executed this Intergovernmental Agreement on the dates indicated below.

FOR THE CITY OF COLORADO SPRINGS:

By: John W. Suthers this 15<sup>th</sup> day of Dec, 2015.  
Mayor John W. Suthers

By: Peter Carey this 14 day of Dec, 2015.  
Police Chief Peter Carey

FOR SCHOOL DISTRICT:

By: Kristine Odom this 11<sup>th</sup> day of December, 2015.

Printed Name: Kristine Odom Title: District Contracting Officer

Approved as to Form

Frederick Stein  
Frederick Stein, Senior City Attorney  
City Attorney's Office