

**51944**

DATE: May 4, 2016

TO: Board of Acquisition and Contract

FROM: George N. Longworth  
Commissioner-Sheriff of Public Safety

RE: Authority for the County of Westchester, acting through its Department of Public Safety Services, to enter into an inter-municipal agreement with the Lakeland Central School District whereby the County will assign a uniformed police officer to act as School Resource Officer for the District at the Walter Panas High School.

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Authorization is requested for the County of Westchester ("County"), acting by and through its Department of Public Safety Services (the "Department"), to enter into an inter-municipal agreement ("IMA") with the Lakeland Central School District ("District") whereby the County will assign a uniformed police officer to act as School Resource Officer for the District at the Walter Panas High School for a five (5) year term commencing upon the opening of school in September, 2016 and continuing through the last day of school in June, 2021 (the "Term").

The School Resource Officer assigned to the Walter Panas High School will provide services eight (8) hours per day on the days that school is in session for the period commencing upon the opening of school in September through the last day of school in June (the "School Term") in accordance with the School District's calendar, subject to the following parameters:

- (a) The School Resource Officer shall sign-in at the Main Office upon arrival at the Walter Panas High School and sign-out there upon departure at the end of the work day.
- (b) The Department, in its discretion, may reassign the School Resource Officer from Walter Panas High School at any time in the event of an emergency.
- (c) In the event that the School Resource Officer is absent on any school day, the Department will not be obligated to provide a substitute for that day. However, if the School Resource Officer should be absent for more than five (5) consecutive school days, the Department may provide periodic school patrols as they are available from existing personnel.

- (d) The Department will instruct the School Resource Officer to notify the Walter Panas High School and the Department of any absences, anticipated or otherwise, at the earliest possible time.
- (e) The County will not be obligated to provide the District with any monetary credit for time that the School Resource Officer is not at the Walter Panas High School under any circumstances. Notwithstanding the above, if the County is unable to assign an officer to serve as School Resource Officer for an extended period of time, the Agreement may be terminated by the District upon thirty (30) days notice to the County. In such event, the County shall refund to the District a prorated amount for any amounts paid by the District for the period subsequent to the date of termination.
- (f) The School Resource Officer shall consult with and coordinate activities through the Walter Panas High School's principal or designee.

In consideration for services rendered, the District will pay the County as follows:

- (i) For the 2016/2017 School Term, a total amount of One Hundred and Thirty-Five Thousand Five Hundred Eighty-Four (\$135,584.00) Dollars, payable in two installments of \$67,792.00 each.
- (ii) For the 2017/2018 School Term, a total amount of One Hundred and Thirty-Eight Thousand Seven Hundred Forty-Six (\$138,746.00) Dollars, payable in two installments of \$69,373.00 each.
- (iii) For the 2018/2019 School Term, a total amount of One Hundred and Forty-One Thousand Nine Hundred Eight-Four (\$141,984.00) Dollars, payable in two installments of \$70,992.00 each.
- (iv) For the 2019/2020 School Term, a total amount of One Hundred and Forty-Five Thousand Three Hundred Five (\$145,305.00) Dollars, payable in two installments of \$72,652.50 each.
- (v) For the 2020/2021 School Term, a total amount of One Hundred and Forty-Eight Thousand Seven Hundred Ten (\$148,710.00) Dollars, payable in two installments of \$74,355.00 each.

For the 2016/2017 School Term, the first installment shall be paid upon execution of the IMA and the second installment shall be paid within six (6) months of the first installment. Payment for services rendered during the remaining Term will be made in two (2) equal installments, the first of which shall be made within ten (10) days of the beginning of each School Term and the second of which will be made within six (6) months of the first installment.

The District shall not be responsible for any overtime pay earned by an officer serving as School Resource Officer in connection with his or her duties under the IMA.

The proposed IMA is in the public's best interest and will promote the safety and general welfare of the public by having a School Resource Officer working with the District to maintain a safe campus environment conducive to learning, including, *inter alia*, investigating allegations of criminal incidents in accordance with Department policies and procedures; working to prevent juvenile delinquency through close contact and positive relationships with students; working

closely with school administrators and developing and implementing classes in crime prevention, drug abuse prevention, and safety; and serving as a good role model for students.

The goals and objectives of this program are to enhance public safety. The School Resource Officer will work in collaboration with the District to address crime and disorder problems, gangs, and drug activities affecting or occurring in or around the school, as well as develop or expand crime prevention efforts for students. The School Resource Officer shall not be permitted to conduct extended questioning of a student in school unless the student's parent/guardian has been contacted and provided an opportunity to be present.

The Department will track and monitor the goals and objectives of this program by reviewing the program on an ongoing basis for the duration of the contract. The Commanding Officer of the Patrol Services Division will conduct reviews during which feedback is gathered regarding the effectiveness of the program. This information will be reported to the Commissioner of the Department.

The Westchester County Board of Legislators authorized this IMA at a meeting duly held on May 2, 2016, by Act No. 91-2016.

Based upon the foregoing, I most respectfully recommend approval of the attached Resolution.

GNL/JPG/jg  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION  
01/20/2016 - 15/01/2016 SECRETARY

## RESOLUTION

Upon a communication from Commissioner-Sheriff of Public Safety, be it hereby

**RESOLVED**, that the County of Westchester (“County”), acting by and through its Department of Public Safety Services (the “Department”), is authorized to enter into an inter-municipal agreement (“IMA”) with the Lakeland Central School District (“District”) whereby the County will assign a uniformed police officer to act as School Resource Officer for the District at the Walter Panas High School for a five (5) year term commencing upon the opening of school in September, 2016 and continuing through the last day of school in June, 2021 (the “Term”); and, be it further

**RESOLVED**, that the School Resource Officer assigned to the Walter Panas High School will provide services eight (8) hours per day on the days that school is in session for the period commencing upon the opening of school in September through the last day of school in June (the “School Term”) for each year of the Term; and be it further

**RESOLVED**, that in consideration for services rendered, the District will pay the County as follows:

- (i) For the 2016/2017 School Term, a total amount of One Hundred and Thirty-Five Thousand Five Hundred Eighty-Four (\$135,584.00) Dollars, payable in two installments of \$67,792.00 each.
- (ii) For the 2017/2018 School Term, a total amount of One Hundred and Thirty-Eight Thousand Seven Hundred Forty-Six (\$138,746.00) Dollars, payable in two installments of \$69,373.00 each.
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- (iv) For the 2019/2020 School Term, a total amount of One Hundred and Forty-Five Thousand Three Hundred Five (\$145,305.00) Dollars, payable in two installments of \$72,652.50 each.
- (v) For the 2020/2021 School Term, a total amount of One Hundred and Forty-Eight Thousand Seven Hundred Ten (\$148,710.00) Dollars, payable in two installments of \$74,355.00 each.

For the 2016/2017 School Term, the first installment shall be paid upon execution of the IMA and the second installment shall be paid within six (6) months of the first installment. Payment for services rendered during the remaining Term, will be made in two (2) equal installments, the first of which shall be made within ten (10) days of the beginning of each School Term and the second of which will be made within six (6) months of the first installment; and be it further

**RESOLVED**, that the County Executive or his authorized designee is authorized and empowered to execute and deliver all instruments and take all actions necessary or appropriate to effectuate the purposes hereof.

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase or Unit	Revenue	Dollars
2016	101	38	2000	9230	\$ 67,792.00
2017	101	38	2000	9230	\$137,165.00
2018	101	38	2000	9230	\$140,365.00
2019	101	38	2000	9230	\$143,644.50
2020	101	38	2000	9230	\$147,007.50
2021	101	38	2000	9230	\$ 74,355.00

Budget Funding Year(s) 2016-2021 Start Date September 1, 2016 End Date June 30, 2021  
 (must match resolution)

Funding Source Tax Dollars \_\_\_\_\_  
 State Aid \_\_\_\_\_  
 \$710,329.00 Federal Aid \_\_\_\_\_  
 (must match resolution) Other \$710,329.00 (Revenue)

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/26/2016 - LISTED AS SECRETARY