

## **MEETING MINUTES**

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The Santa Rosa City Schools Board Meeting of January 22, 2025, starting at 6:00 pm, is in a hybrid format. The public can attend and **comment in person** by presenting a blue card to the Executive Assistant at the Santa Rosa City Hall Council Chambers (100 Santa Rosa Ave, Santa Rosa, CA 95404) or view/listen to the meeting in a virtual format via Zoom. **No public comments will be taken via the virtual format.** For more information on viewing/listening to the meeting virtually via Zoom or by phone, please click [HERE](#).

La reunión de la mesa directiva del distrito escolar Santa Rosa City Schools del 22 de enero de 2025, a partir de las 6:00 p. m., se llevará a cabo en un formato híbrido. El público puede asistir y **hacer comentarios en persona** presentando una tarjeta azul a la Asistente Ejecutiva en la Cámara del Ayuntamiento de Santa Rosa (100 Santa Rosa Ave, Santa Rosa, CA 95404) o ver/escuchar la reunión en formato virtual a través de Zoom. **No se aceptarán comentarios públicos a través del formato virtual.** Para obtener más información sobre cómo ver/escuchar la reunión virtualmente a través de Zoom o por teléfono, haga clic [AQUÍ](#).

Individual speakers shall be allowed up to three minutes to address the Board on each agenda or non-agenda item. The Board may limit the total time for public input on each item to 20 minutes. With Board consent, the presiding officer may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The presiding officer may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add (BP 9323).

Se les permitirán a los oradores hablar de manera individual por tres minutos ante la mesa directiva sobre cada tema incluido o no en la agenda. La mesa directiva puede limitar el tiempo total para la participación del público a 20 minutos por cada tema. Con el consentimiento de la mesa directiva, la presidenta puede incrementar o disminuir el tiempo asignado para los comentarios del público, dependiendo del tema y la cantidad de personas que deseen ser escuchadas. La presidenta puede llevar a cabo una encuesta para determinar cuántos oradores están a favor o en contra de un tema en particular, y puede pedir que otras personas hablen solo si tienen algo nuevo que agregar (BP 9323).

For questions or comments, please contact the Superintendent's Office at (707) 890-3800 ext. 80101 or [mmartin@srcs.k12.ca.us](mailto:mmartin@srcs.k12.ca.us).

To view future board meeting dates, click [HERE](#).

To view agendas and minutes from July 2016 - August 12, 2020, click [HERE](#).

To view agendas and minutes prior to July 27, 2016, please contact the Superintendent's Office at (707) 890-3800 ext. 80101, [mmartin@srcs.k12.ca.us](mailto:mmartin@srcs.k12.ca.us).

To view recordings of past board meetings, click [HERE](#).

**MISSION:** SRCS ensures equitable access to a transformative educational experience grounded in the assets of our students, staff, and community. We nurture the whole student in an engaging, challenging, and safe environment. We recognize and value each student's individuality and our community's cultural wealth.

**VISION:** SRCS will send students into the world empowered to find purpose, think critically, embrace diversity, work together, and adapt to our changing planet, and live healthy and fulfilling lives.

### **Attendees**

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#### **Voting Members**

Sarah Jenkins, Board Member

Stephanie Manieri, Board of Education Vice President

Omar Medina, Board of Education Director

Mark Kirby, Board of Education Director

Roxanne McNally, Board of Education President

Nick Caston, Board Member

Jeremy De La Torre, Board of Education Clerk

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#### **A. CALL TO ORDER (4:00 p.m.)**

President McNally called the meeting to order at 4:00pm.

##### **1. Public Comment on Closed Session Agenda**

The following individuals address the Board during public comment on the Closed Session agenda:

- Ricardo Mora - Public Employee Discipline/Dismissal/Release
- Dan Bartholome - Public Employee Discipline/Dismissal/Release
- Dennis McConte - Public Employee Discipline/Dismissal/Release
- Chris Loranger - Public Employee Discipline/Dismissal/Release
- Joe McDivitt - Public Employee Discipline/Dismissal/Release
- Tina Yang - Public Employee Discipline/Dismissal/Release
- Tony Ruiz - Public Employee Discipline/Dismissal/Release
- Terry Curtis - Public Employee Discipline/Dismissal/Release
- Mike Charpiot - Public Employee Discipline/Dismissal/Release
- Mavro Vazquez - Public Employee Discipline/Dismissal/Release
- Linda Maloney - Public Employee Discipline/Dismissal/Release
- Chris Atilaric - Public Employee Discipline/Dismissal/Release
- Beau Bergstrom - Public Employee Discipline/Dismissal/Release

## **B. RECESS TO CLOSED SESSION**

The following items will be discussed during the Closed Session:

- Conference With Legal Counsel - Existing Litigation
- Conference With Legal Counsel - Anticipated Litigation
- Public Employee Discipline/Dismissal/Release
- Conference with Labor Negotiator
- Public Employee Performance Evaluation

The Board recessed for the Closed Session at 4:23 pm.

- 1. Conference With Legal Counsel - Existing Litigation (Santa Rosa City Schools v. AP) [Gov. Code § 54956.9]**
- 2. Conference With Legal Counsel - Anticipated Litigation (Number of potential cases: 1 - OCR # 09-23-1518 ) [Gov. Code § 54956.9]**
- 3. Public Employee Discipline/Dismissal/Release [Gov. Code § 54957]**
- 4. Conference With Labor Negotiator (Name of designated rep attending: Dr. Vicki Zands (SRCS) ; name of organization: CSEA Santa Rosa 75) [Gov. Code § 54957.6]**
- 5. Public Employee Performance Evaluation (Title of employee being reviewed: Superintendent, Associate Superintendent, Assistant Superintendent, Principals, Vice Principals, Assistant Principals, Directors, Coordinators) [Gov. Code § 54957]**
- 6. Closed and Open Session Notes**

## **C. RECONVENE TO OPEN SESSION (6:00 p.m.)**

President McNally reconvened the meeting to the Open Session at 6:35 pm.

### **1. Pledge of Allegiance**

President McNally led the Pledge of Allegiance.

### **2. Territorial Land Acknowledgment**

Riley Piehl led the Territorial Land Acknowledgment.

### **3. Report of Actions Taken in Closed Session**

There was no report of action taken in the Closed Session.

### **4. Items Considered In Closed Session for Action In Open Session**

No items were considered in the Closed Session for Action in the Open Session.

### **5. Statements of Abstention**

There were no statements of abstention.

**6. Adjustments to Agenda**

There were no adjustments to the agenda.

**7. Special Presentations for Student of the Month and Certificated/Classified Employees of the Month (Cesar Chavez Language Academy and Elsie Allen High School)**

The following individuals were recognized during the special presentation for Student of the Month and Certificated/Classified Employee of the Month:

**Cesar Chavez Language Academy**

- Lluvia Vega Muñoz, Student of the Month
- Anel Leon Badillo, Classified Employee of the Month
- Leah Tevaseu, Certificated Employee of the Month

**Elsie Allen High School**

- Mikael Bernardin, Student of the Month
- Angelica Nunez, Classified Employee of the Month
- Paul Fleischer, Certificated Employee of the Month

**8. School Site Parent Organization Updates (Cesar Chavez Language Academy and Elsie Allen High School)**

The following individuals provided a School Site Parent Organization update:

**Cesar Chavez Language Academy**

- Elvia Salinas, ELAC President
- Elizabeth Anguiano, CCLA Foundation President

**Elsie Allen High School**

- Jamie Padilla, School Site Council Representative
- Jose Martinez, ELAC Representative
- Vince Figueroa, Elsie Allen High School Foundation Representative

**D. REPORTS**

**1. California School Employee Association (CSEA) Santa Rosa 75 Report**

President Mary Lehman gave a California School Employee Association (CSEA) Santa Rosa 75 report.

**2. Santa Rosa Teachers Association (SRTA) Report**

President Kathryn Howell gave a Santa Rosa Teachers Association (SRTA) report.

**3. Superintendent Report**

Dr. Daisy Morales gave a superintendent report.

**4. Board President Report**

Board President McNally gave a report. President McNally shared the Board Subcommittees and District Committee assignments. The list is attached to the meeting minutes.

**5. Board Member Reports**

The following Board members gave a report:

- Trustee Medina
- Trustee De La Torre
- Trustee Jenkins
- Trustee Caston
- Trustee Kirby

**6. Student Board Member Report**

Student Board Member Zúñiga gave a report.

**7. School Closure / Consolidation Report**

Associate Superintendent Lisa August gave a School Closure / Consolidation report.

The following individuals addressed the Board during public comment of the School Closure / Consolidation report:

- Deja Jones
- Mike Lopez
- Gavriella Geffner
- Dawn Neufeld
- Rustin Prior-Hodonfield
- Natasha Deakins
- Vu Hoang
- Mei Lee Purvis
- Thao Pham
- Nessa Cecil
- Shekyela Kahoroa
- Lee Corey
- Juan Diego
- Reid Hedurne
- Emma Vega
- Jordan Walton
- Kathryn Ridaut
- Payton Sansone

- Meg Peterson
- Dorian Decker
- Erica Lipanovich
- Ross Winn
- Anjuli Kumtheikar
- Zoe Cirineo
- Kaylin Wen
- Dean Jahnsen
- Chanel Desor
- Jame Burgess
- Kristin Reed
- Maddie Smith
- Rob Burt
- Cheyann Cena
- Jude Wiking
- Carla Wiking
- Isabella Martinez
- Kimi P.
- Mia Clem
- Lili Roman
- Lucas Shaw
- Heather Benson
- Edith Likitprakong
- Elizabeth Anguiano
- Jason Dennis
- Sydney Stroud
- Maureen Cecil
- Sierra Stewart
- Alexa Farnester
- Joyce Duffala
- Lesley Prado
- Jennifer Averbuck
- Keira Tast
- Christopher O'brien Ashton
- Isabella Gerson
- Becky Guillen Sanchez
- Kristen Ott
- Sean Logan
- Ry Basham-Mintz
- Angel Ortega

**E. PUBLIC COMMENT ON NON AGENDA OR CONSENT ITEMS**

The following individuals addressed the Board during public comment on non-agenda or consent items:

- Karen Wagner - Classified Employees
- Michael Titone - CSEA Employees

Trustee De La Torre made a motion to extend the meeting to 11:50 pm, motion was seconded by Trustee Medina. All were in favor.

## F. DISCUSSION / ACTION ITEMS

### 1. (Action) Resolution Recognizing February 3-7, 2025: Week of School Counselor

The following individuals presented the Resolution Recognizing February 3-7, 2025: Week of School Counselor to the Board:

- Anthony Wilson, Student
- Debi Cordozo, Director of CTE
- LuzElena Perez, Assistant Superintendent of Educational Services

The presentation lasted 4 minutes.

The Board's questions and comments lasted 1 minute.

Motion Passed: Resolution Recognizing February 3-7, 2025: Week of School Counselor

Student Board Member Zúñiga preferential vote: Aye

Motion made by: Stephanie Manieri

Motion seconded by: Jeremy De La Torre

Voting:

Sarah Jenkins - Yes

Stephanie Manieri - Yes

Omar Medina - Yes

Mark Kirby - Yes

Roxanne McNally - Yes

Nick Caston - Yes

Jeremy De La Torre - Yes

### 2. (Action) Resolution Recognizing February as Career Technical Education Month

The following individuals presented the Resolution Recognizing February as Career Technical Education Month to the Board:

- Students:
  - Analy Mendoza
  - Adrian Hallin-Lemos
  - Keelyn Walker
  - Riely Piehl
  - Juana Gonzalez-Valencia (statement read by Debi Cardozo)
- Teachers
  - Yessica Moran Valencia
  - Catherine Paine
  - Lisa Piehl
- District Staff
  - Debi Cardozo, Director of CTE

The presentation lasted 9 minutes.  
The Board's questions lasted 13 minutes.

The following individual addressed the Board during public comment:

- Angela Ghigliazza

The Board's comments lasted 3 minutes.

Motion Passed: Resolution Recognizing February as Career Technical Education Month  
Student Board Member Zúñiga preferential vote: Aye

Motion made by: Jeremy De La Torre

Motion seconded by: Omar Medina

Voting:

Sarah Jenkins - Yes

Stephanie Manieri - Yes

Omar Medina - Yes

Mark Kirby - Yes

Roxanne McNally - Yes

Nick Caston - Yes

Jeremy De La Torre - Yes

### **3. (Action) Resolution Recognizing February as African American History Month**

The following individuals presented the Resolution Recognizing February as African American History Month to the Board:

- Dr. LuzElena Perez, Assistant Superintendent of Educational Services
- Olivia Morris, Student
- Judah Keita, Student

The presentation lasted 7 minutes.  
The Board's questions and comments lasted 2 minutes.

Motion Passed: Resolution Recognizing February as African American History Month

Student Board Member Zúñiga preferential vote: Aye

Motion made by: Stephanie Manieri

Motion seconded by: Omar Medina

Voting:

Sarah Jenkins - Yes

Stephanie Manieri - Yes

Omar Medina - Yes

Mark Kirby - Yes  
Roxanne McNally - Yes  
Nick Caston - Yes  
Jeremy De La Torre - Yes

#### **4. (Discussion) Working Group - School Resource Officer (SRO) MOU and Guidance to the 3x3 Committee**

President McNally and Superintendent Morales presented the Working Group - School Resource Officer (SRO) MOU and Guidance to the 3x3 Committee to the Board.

The presentation lasted 6 minutes10 minutes.  
The Board's questions lasted 10 minutes.

The following individuals addressed the Board during public comment:

- Scott Kincaid
- Adriana Arrizon
- Alegria De La Cruz
- Brent Stewart
- Michael Titone

The Board's comments and discussion lasted 43 minutes.

The following are notes from the Board Member discussion:

- Manieri had 6 points that were read out loud
  - Request from SRPD to field some of these questions from the board
    - Bring back to public comment
- Main points of controversy
  - Training - 1) must be completed before they start or 2) allow for not fully trained officers to begin
    - There should be a timeline for trainings
  - Restorative participants - 1) They should be part of the restorative process 2) They should be used a “last resort” and not part of the restorative process

Individual “poll”

Trustee Medina

- All training should be completed before they start  
Used as a last resort

Trustee Kirby

- Most of the training must be completed before, like 90%  
Not used as a last resort

Trustee Jenkins

- As much as possible, all the training is completed before starting and the rest should at least be scheduled
- Part of a restorative team but last resort on huge situations, but be part of the school community

Vice-President Manieri

- All the training before they start
- Used as last resort

President McNally

- All training before they start
- Used as last resort

Clerk De La Torre

- Fully trained or training scheduled
- Try all other avenues before using SRO, but it should not be the last resort

Trustee Caston

- Fully trained or training scheduled (there can be nuances and there should be reassurance of completion)
- Not used as a last resort; they should provide mentorship and be part of the school community

Student Board Member Zúñiga left the meeting at 11:30 pm.

**5. (Action) Resolution No. 2024/25-37 Early Tell Incentive for Classified Employees**

Dr. Vicki Zands presented Resolution No. 2024/25-37 Early Tell Incentive for Classified Employees to the Board.

Motion Passed: Resolution No. 2024/25-37 Early Tell Incentive for Classified Employees

Motion made by: Omar Medina

Motion seconded by: Nick Caston

Voting:

Sarah Jenkins - Yes

Stephanie Manieri - Yes

Omar Medina - Yes

Mark Kirby - Yes  
Roxanne McNally - Yes  
Nick Caston - Yes  
Jeremy De La Torre - Yes

**6. (Action) Resolution No. 2024/25-38 Early Tell Incentive for Certificated Employees**

Dr. Vicki Zands presented Resolution No. 2024/25-38 Early Tell Incentive for Classified Employees to the Board.

Motion Passed: Dr. Vicki Zands presented Resolution No. 2024/25-37 Early Tell Incentive for Classified Employees to the Board.

Motion made by: Nick Caston  
Motion seconded by: Omar Medina

Voting:  
Sarah Jenkins - Yes  
Stephanie Manieri - Yes  
Omar Medina - Yes  
Mark Kirby - Yes  
Roxanne McNally - Yes  
Nick Caston - Yes  
Jeremy De La Torre - Yes

**G. CONSENT ITEMS**

Motion Passed: Approval of Consent Items 1-7 and 10-14

Motion made by: Nick Caston  
Motion seconded by: Omar Medina

Voting:  
Sarah Jenkins - Yes  
Stephanie Manieri - Yes  
Omar Medina - Yes  
Mark Kirby - Yes  
Roxanne McNally - Yes  
Nick Caston - Yes  
Jeremy De La Torre - Yes

- 1. Approval of Absent Board Members**
- 2. Approval of Personnel Transactions**
- 3. Approval of Vendor Warrants**
- 4. Approval of Donations and Gifts**
- 5. Approval of Contracts**
- 6. Approval of Contracts - Bond**

**7. Approval of Resolution 2024/25-23 for the District Wide Electronic Access Control Alternate Design-Build Contract**

**8. Approval of Critical Mention Agreement**

The approval of the Critical Mention Agreement will be brought back to the next Regular Board meeting.

**9. Approval of Proposed Increase of Minimum Wage**

Trustee Medina pulled the Approval of Proposed Increase of Minimum Wage item for further discussion.

This item was pulled for further discussion. Trustee Medina suggested the following:

- To make the following Extra Duty Salary Schedule to match the local minimum wage of \$17.87 for the following positions:
  - Accompanist
  - After-School Athletic Program. Elementary
  - Auditorium Supervisor
  - Ticket Taker / Timekeeper / Scorekeeper
  - Student Worker

Motion Passed: Approval of Proposed Increase of Minimum Wage as Stated

Motion made by: Nick Caston

Motion seconded by: Roxanne McNally

Voting:

Sarah Jenkins - Yes

Stephanie Manieri - Yes

Omar Medina - No

Mark Kirby - Yes

Roxanne McNally - Yes

Nick Caston - Yes

Jeremy De La Torre - Yes

**10. Approval of Developer Fees Annual Report**

**11. Approval of the Annual School Accountability Report Cards (SARCs)**

**12. Approval of an Occupational Therapy Services Contract with Kimberly Imsdahl**

**13. Approval of Revised CSEA Salary Schedule for CalPERS Compliance**

**14. Approval of the Santa Rosa City Schools 2025-2026 Instructional Calendar**

**H. APPROVAL OF MINUTES**

The approval of the minutes was not addressed due to time constraints. The approval of the minutes will be brought to the next regular Board meeting for the Board's

consideration.

- 1. Approval of Minutes of the Regular Board Meeting Held On December 11, 2024**
- 2. Approval of Minutes of the Regular Board Meeting Held on December 18, 2024**
- 3. Approval of Minutes of the Regular Board Meeting Held On January 8, 2025**

**I. BOARD MEMBER REQUESTS FOR INFORMATION**

**J. INFORMATION ITEMS**

- 1. Future Board Discussion Items**
- 2. Educational Acronyms and Abbreviations**
- 3. Facilities Projects Update**
- 4. School Site Reports**
  - a. Cesar Chavez Language Academy (CCLA)**
  - b. Elsie Allen High School**
- 5. Williams Settlement Quarterly Report**

**K. ADJOURNMENT**

The meeting adjourned at 11:50 pm.

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Clerk of Board

Date



Embrace • Engage • Empower  
Abrazar • Involucrar • Empoderar

Dr. Daisy Morales  
Superintendent of Schools

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## 2025 SRCS Board subcommittee and district committee assignments

**Assignments made by President Roxanne McNally**  
**January 22, 2025**

<b>Board Subcommittees</b>	
3x3 Board Subcommittee with the City of Santa Rosa	<ul style="list-style-type: none"><li>● Omar Medina</li><li>● Jeremy De La Torre</li><li>● Sarah Jenkins</li></ul>
Fiscal Analysis Board Subcommittee	<ul style="list-style-type: none"><li>● Nick Caston</li><li>● Roxanne McNally</li><li>● Mark Kirby</li></ul>
Board Policy Update Subcommittee	<ul style="list-style-type: none"><li>● Omar Medina</li><li>● Nick Caston</li><li>● Stephanie Manieri Catalan</li></ul>
<b>District Committees</b>	
Safety Advisory Round Table (district committee)	<ul style="list-style-type: none"><li>● Sarah Jenkins</li><li>● Mark Kirby</li></ul>
Ethnics Studies District Committee	<ul style="list-style-type: none"><li>● Omar Medina</li></ul>



# Town Hall Dialogues

# Foros de la Comunidad

January 2025      Enero de 2025

*Embrace • Engage • Empower*  
*Abrazar    Involucrar    Empoderar*

# Meeting Norms ~ Normas de la junta:



- *Stay mentally and physically present.*
  - *Contribute to meeting goals by staying on topic.*
  - *Share the space, let everyone participate.*
  - *Listen with an open mind to understand, even if you disagree.*
  - *Expect and accept non-closure.*
  - *Be curious and open to new ideas.*
  - *Remain mindful that any language should be appropriate for children.*
  - *Attack the problem, not the person.*
- 
- Manténgase presente física y mentalmente.
  - Contribuya a la consecución de los objetivos manteniéndose centrado en el tema.
  - Comparta el espacio, permita que todos participen.
  - Escuche con la mente abierta para comprender, incluso si no está de acuerdo.
  - Espere y acepte que no haya cierres emocionales.
  - Sea curioso y esté abierto a nuevas ideas.
  - Recuerde que cualquier lenguaje debe ser apropiado para los niños.
  - Ataque el problema, no a la persona.

*We have heard from the community in various venues as well as through the School Consolidation / Close Committee (SCAC).*

Hemos escuchado a la comunidad en varios lugares, así como a través del Comité de Consolidación y Cierre de Escuelas (SCAC).

***The work in the town halls will help the SCAC narrow their alternative recommendations to the Board.***

**El trabajo en estos foros de la comunidad ayudará al comité SCAC a desarrollar sus recomendaciones alternativas a la mesa directiva.**



***Here is what we have heard as possible options ...  
Esto es lo que hemos escuchado como posibles opciones...***

- K-8 schools / Escuelas de los grados K-8
- 7-12 schools / Escuelas de los grados 7-12
- 6-8 schools / Escuelas de los grados 6-8
- K-3 / 4-8 schools / Escuelas de los grados K-3 / 4-8

## What to expect:

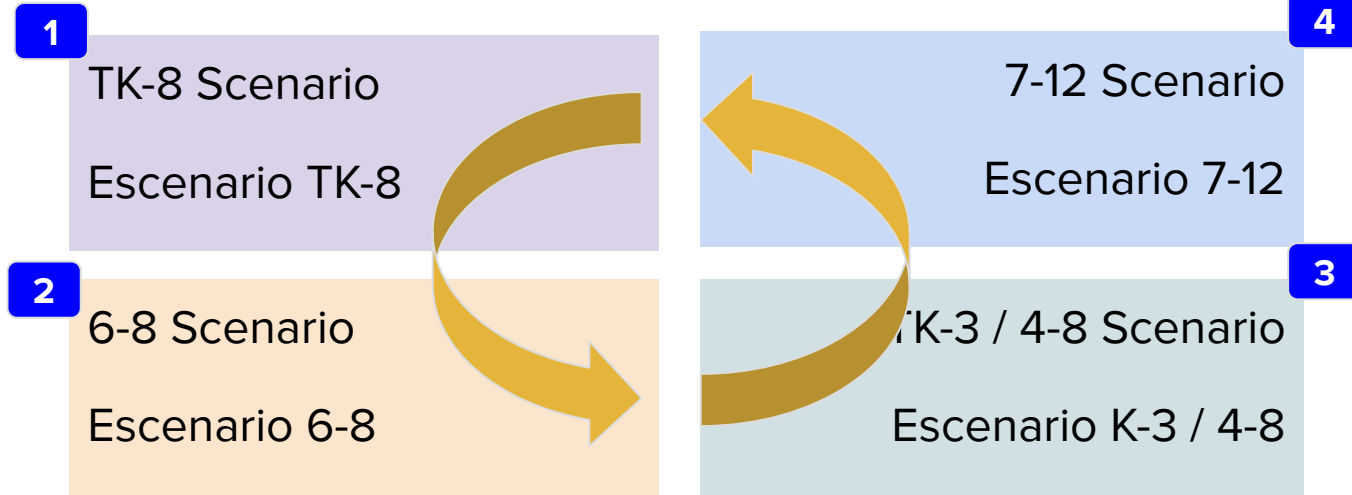
Scenario work - dialogue with us - share your thoughts

- 10 minutes at each scenario
- Review the Pros and Cons
- Discuss and add other ideas

## Lo que se debe esperar:

Trabajo con los escenarios - diálogo con nosotros - hacer sus comentarios

- 10 minutos en cada escenario
- Revise los pros y contras
- Discuta y agregue otras ideas



# 1 TK-8 Scenario - Pros and Cons

- Closure of two middle school buildings
- Closure of 1 high school will still be necessary
- Closure of some elementary schools will be necessary

## Pros

- Ability to build school culture for several years
- Might diminish some behavior issues at the middle school level
- Reduces the number of potential transitions
- Continuity of curriculum, fewer changes
- Reduced peer pressure

## Pros

- Capacidad de crear una cultura escolar durante varios años
- Puede disminuir algunos problemas de conducta en el nivel de la escuela secundaria
- Reducir la cantidad de transiciones potenciales
- Continuidad del programa de estudios, menos cambios
- Menos presión social

# Escenario TK-8 - Pros y Contras

- Cierre de dos escuelas secundarias
- Aún será necesario cerrar de una escuela preparatoria
- Será necesario cerrar algunas escuelas primarias

## Cons

- Tracking of restricted expenditures as we are funded as two distinct district, TK-6 and 7-12
- Staffing and credentialing for secondary teachers
- Limited campus size within elementary boundary
- What to do with secondary-only students coming from feeder districts
- Age difference between youngest and oldest students on site
- Potential increased transportation needs/costs
- Impact to library for increase storage of textbooks and library holdings
- Lack of athletic and science lab facilities

## Contras

- Supervisión de los gastos restringidos, ya que estamos financiados como dos distritos escolares distintos, de grados TK-6 y 7-12
- Personal y acreditación para maestros de secundaria
- Tamaño limitado del campus dentro del límite de la escuela primaria
- Qué hacer con los estudiantes que solo asisten a la escuela secundaria y que provienen de otros distritos escolares
- Diferencia de edad entre los estudiantes más jóvenes y mayores en el sitio
- Posibles mayores necesidades/costos de transporte
- Impacto en la biblioteca para aumentar el almacenamiento de libros de texto y fondos de la biblioteca
- Falta de instalaciones de laboratorio de ciencias y atletismo

## 6-8 Scenario - Pros and Cons

- Closure of about half of elementary schools will be necessary
- Closure of two middle schools
- Closure of 1 high school will still be necessary

### Pros

- “Traditional” middle school grade configuration as in a unified district
- One more year to build community

### Pros

- Configuración de grados de la escuela secundaria “tradicional” como en un distrito unificado
- Un año más para formar una comunidad

## Escenario 6-8 - Pros y Contras

- Será necesario cerrar aproximadamente la mitad de las escuelas primarias
- Cierre de dos escuelas secundarias
- Aún será necesario cerrar una escuela preparatoria

### Cons

- Tracking of restricted expenditures as we are funded as two distinct district, TK-6 and 7-12
- Not enough space to move all middle school students to two middle schools that are in the elementary boundaries
- What to do with secondary-only students coming from feeder districts
- Potential increased transportation needs/costs
- Elementary District’s 6th grade class is only 413 students

### Contras

- Seguimiento de los gastos restringidos, ya que estamos financiados como dos distritos distintos, de grados TK-6 y 7-12
- No hay suficiente cupo para trasladar a todos los estudiantes de la escuela secundaria a dos escuelas secundarias que se encuentran dentro de los límites de las escuelas primarias
- Qué hacer con los estudiantes que provienen de otros distritos escolares en la secundaria
- Posibles mayores necesidades/costos de transporte
- En el sexto grado a través del distrito (en la primaria) hay solo 413 estudiantes

## TK-3 / 4-8 Scenario - Pros and Cons

- Closures of two middle school buildings
- Closure of some elementary schools will be necessary
- Closure of one high school may still be necessary

### Pros

- Better use of teacher FTEs in primary grades, resulting in reduction of combo classes
- Increased collaboration with grade-alike teachers
- Less differential in age bands at each level

### Pros

- Mejor uso de los maestros a tiempo completo en los grados primarios, lo que da como resultado una reducción de las clases combinadas
- Mayor colaboración con maestros del mismo grado
- Menos diferencias en las edades a cada nivel

## Escenario TK-3 / 4-8 Scenario - Pros y Contras

- Cierre de dos escuelas secundarias
- Será necesario cerrar algunas escuelas primarias
- Es posible que todavía sea necesario cerrar una escuela preparatoria

### Cons

- Tracking of restricted expenditures as we are funded as two distinct district, TK-6 and 7-12
- Potential increased transportation costs
- What to do with secondary-only students coming from feeder districts
- Credential issues at middle school level

### Contras

- Seguimiento de los gastos restringidos, ya que estamos financiados como dos distritos distintos, de grados TK-6 y 7-12
- Posible aumento de los costos de transporte
- Qué hacer con los estudiantes que provienen de otros distritos escolares en la secundaria
- Problemas con títulos al nivel de la escuela secundaria

## 4 7-12 Scenario - Pros and Cons

- Closes all the middle school buildings
- Closure of some elementary schools will be necessary
- Construction at high school sites is necessary to accommodate increased enrollment and to enhance services

### Pros

- Ability to build school culture for several years
- Full alignment with teacher credentialing and less splitting of teacher assignment locations
- Full alignment with funding sources
- Potential for student acceleration and support across grade levels
- Reduces the number of potential transitions
- Increased elective opportunities (including languages & CTE)

### Pros

- Capacidad de crear una cultura escolar durante varios años
- Coordinación de acreditación de maestros y menos división en la ubicación de maestros
- Coordinación total con las fuentes de financiación
- Potencial para la aceleración y el apoyo de los estudiantes en todos los niveles de grado
- Reduce la cantidad de transiciones potenciales
- Aumento de las oportunidades de asignaturas optativas (incluidos idiomas y CTE)

## Escenario 7-12 - Pros y Contras

- Cierra todos los edificios de las escuelas intermedias
- Será necesario cerrar algunas escuelas primarias
- Es necesario realizar obras en las escuelas preparatorias para servir a más estudiantes y mejorar los servicios

### Cons

- Age difference between youngest and oldest students on site
- Some phase in might be necessary to accommodate construction
- Bell schedule differences between middle and high school
- Potential increased transportation needs
- Impact to library for increase storage of textbooks and library holdings
- Impact on shared facilities for athletics

### Contras

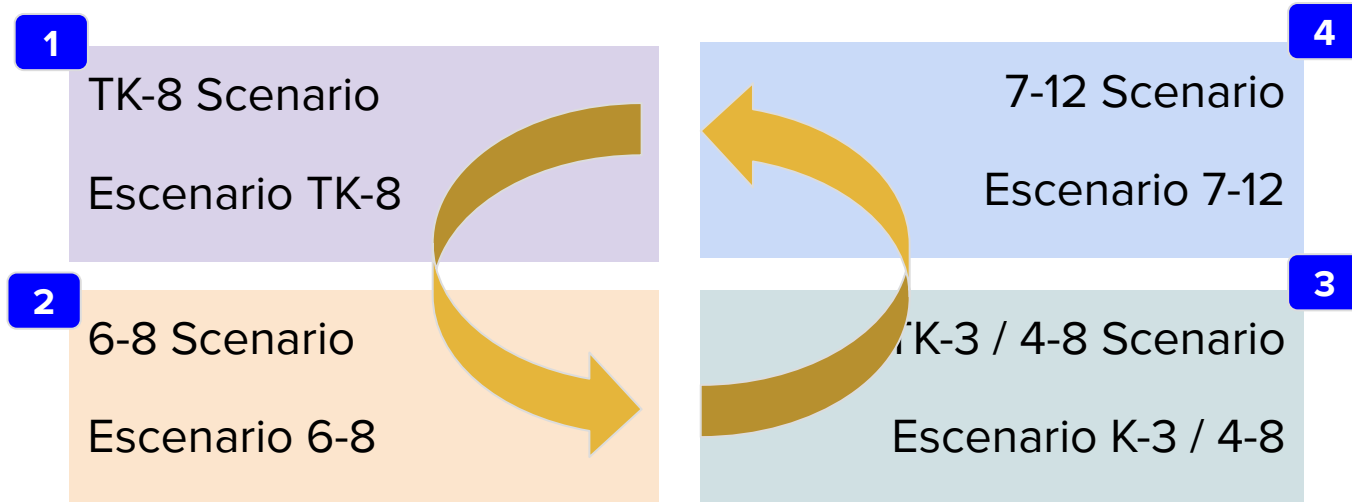
- Diferencia de edades entre los estudiantes más jóvenes y mayores en el lugar
- Es posible que sea necesario realizar algunas modificaciones para adaptar las escuelas
- Diferencias en el horario de clases entre la escuela secundaria y la preparatoria
- Posible aumento de las necesidades de transporte
- Impacto en la biblioteca por el aumento del almacenamiento de libros de texto y fondos de la biblioteca
- Impacto en las instalaciones compartidas para atletismo

## Scenario work - dialogue with us - share your thoughts

- 10 minutes at each scenario
- Review the Pros and Cons
- Discuss and add other ideas

## Trabajo con los escenarios - diálogo con nosotros - hacer sus comentarios

- 10 minutos en cada escenario
- Revise los pros y contras
- Discuta y agregue otras ideas

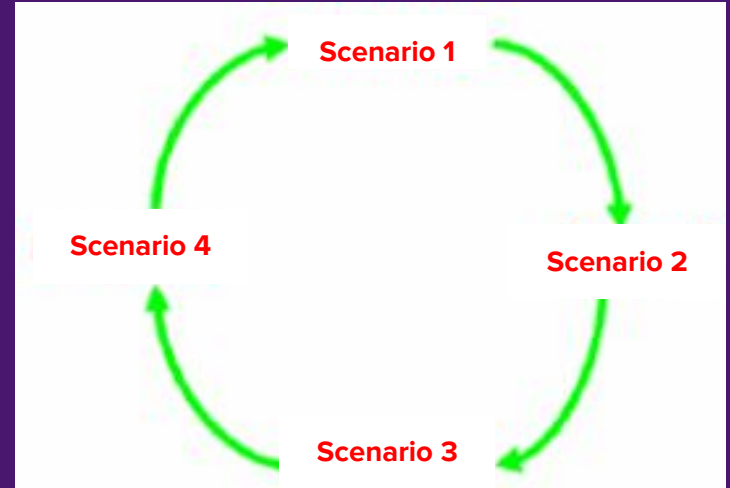


# Gallery Walk

*Walk and review the information placed in the various scenarios – as you prepare to place your dot in your preferred scenario.*

## Paseo por la galería

Camine y revise la información proveída sobre los diferentes escenarios, mientras preparándose para poner un punto en su escenario preferido.



# Wrap up Conclusión



# Next Steps Próximos Pasos

# Q & A

# Preguntas y Respuestas

## Next Steps

- **January 17** - Tentative extra meeting for SCAC to review information and potentially rank schools
- **January 27** - SCAC may finalize school ranking and provide alternative recommendations along with the closure of 3 elementaries, 1 middle school, and 1 high school
- **February 3** - Tentative extra meeting for SCAC to finalize recommendation/report
- **February 5** - Board meeting / public hearing
- **February 19** - Board meeting / final decision
- **After decision** - Notification to families about new school configuration

## Próximos pasos

- **17 de enero** - Reunión adicional tentativa para que SCAC revise la información y potencialmente clasifique las escuelas
- **27 de enero** - SCAC puede finalizar la clasificación de las escuelas y brindar una recomendación alternativa junto con el cierre de 3 escuelas primarias, 1 escuela intermedia y 1 escuela secundaria
- **5 de febrero** - junta de la mesa directiva / audiencia pública
- **19 de febrero** - junta de la mesa directiva / decisión final
- **Después de la decisión** - Notificación a las familias sobre la nueva configuración de las escuelas

## ***Spend A Dot***

*Walk and review the information placed in the various scenarios – and place your dot in your preferred scenario.*

## **Asignar un Punto**

Camine y revise la información proveída sobre los diferentes escenarios, y ponga su punto en su escenario preferido.

**Scenario**



**Escenario**



***Thank you! Keep sharing your thoughts  
with us!***

***¡Gracias! ¡Sigam compartiendo sus  
comentarios con nosotros!***

**FAQ on website  
Preguntas frecuentes en el  
sitio web**





**Resolution No. 2024/25-34**

**Date: January 22, 2025**

**Resolution Recognizing February 3-7, 2025 as  
Week of the School Counselor in Santa Rosa City Schools**

**WHEREAS**, school counselors are employed in public and private schools to help students reach their full potential; and

**WHEREAS**, school counselors are actively committed to helping students explore their abilities, strengths, interests, and talents as these traits relate to career awareness and development; and

**WHEREAS**, school counselors support parents and guardians in furthering the educational, personal, and social growth of their children; and

**WHEREAS**, school counselors work with teachers and other educators to help students explore their potential and set realistic goals for themselves; and

**WHEREAS**, school counselors seek to identify and utilize community resources that can enhance and complement comprehensive school counseling programs and help students become productive members of society; and

**WHEREAS**, school counselors assist with fostering a positive school culture and climate; and

**WHEREAS**, the Social-Emotional connections that counselors support are more important than ever;

**WHEREAS**, comprehensive developmental school counseling programs are considered an integral part of the educational process that enables all students to achieve success in school; and

**NOW THEREFORE, BE IT RESOLVED**, that the Santa Rosa City Schools District Board of Education hereby recognizes the week of February 3-7, 2025 as the Week of the School Counselor.

**PASSED AND ADOPTED** by the Governing Board of Santa Rosa City Schools, County of Sonoma, State of California on the 22nd day of January 2025.

\_\_\_\_\_  
Jeremy De La Torre, Clerk of the Board

January 22, 2025  
Date



**Resolution No. 2025/25-35**

**Date: January 22, 2025**

**Resolution Recognizing February as  
Career Technical Education Month in Santa Rosa City Schools**

**WHEREAS**, February has been designated as Career Technical Education (CTE) Month by the Association for Career and Technical Education and is also recognized by the U.S. Department of Education;

**WHEREAS**, CTE programs provide students the opportunity to gain the knowledge and skills needed to secure careers and be prepared for a full range of post-secondary opportunities;

**WHEREAS**, CTE programs improve academic performance through relevant and meaningful learning experiences, thus increasing student engagement;

**WHEREAS**, CTE matches employability skills with workforce demand and provides relevant academic and technical coursework leading to industry-recognized credentials for students;

**WHEREAS**, implementing and strengthening CTE programs is a necessity to close the education and skills gap, establishing cradle-to-career pipelines for all students to earn a living wage or above, and meeting local workforce needs;

**WHEREAS**, the success of CTE programs relies on collaboration between educational institutions, industry leaders, community organizations, government agencies, and other stakeholders, forming a network that supports the holistic development of students,

**WHEREAS**, education models providing connections with local employers and early access to college credits are among the most powerful tools for equity being implemented by school districts statewide.

**NOW THEREFORE, BE IT RESOLVED**, that the Santa Rosa City Schools District Board of Education hereby recognizes the month of February as Career Technical Education Month.

**PASSED AND ADOPTED** by the Governing Board of Santa Rosa City Schools, County of Sonoma, State of California on the 22nd day of January 2025.

\_\_\_\_\_  
Jeremy De La Torre, Clerk of the Board

\_\_\_\_\_  
Date

January 22, 2025

## **Resolution Recognizing February As National African-American History Month**

**WHEREAS**, Dr. Carter G. Woodson, African-American Historian, author, and founder of the Association for the Study of African American History, founded Negro History Week, which was celebrated during a week in February 1926, and

**WHEREAS**, in 1976 the week-long celebration was extended to the entire month of February; and

**WHEREAS**, each year during the month of February, the citizens of the United States celebrate the actions, words, and achievements of African Americans who have contributed to the success and prosperity of the United States; and

**WHEREAS**, African Americans have enriched our schools and communities through their commitment to promoting fairness, equality, and justice for all; and

**WHEREAS**, Santa Rosa City Schools further intends to encourage ongoing critical reflection and courageous conversations concerning systemic racism, social injustice, racial and ethnic bias; and to affirm the right of African American students to be treated with respect and dignity within schools and communities; and

**WHEREAS**, we affirm Black lives; and

**WHEREAS**, we commit to the 2025 national theme for the observance which is “African Americans and Labor”; and

**WHEREAS**, August 2019 marked 400 years since the first arrival of Africans to present-day America, and the United States Congress established the 400 Years of African American History Commission to commemorate the historical heritage and active contributions that Americans of African descent have made to help shape the cultural, academic, social, economic, and moral attributes of this nation; and

**WHEREAS**, in spite of the African slave trade that created an institution of white supremacy in this nation, Africans and African Americans have nonetheless continued to persevere and move forward in society, fighting for their freedom and also for the freedom of all Americans over time; and

**WHEREAS**, in 2008, the first African American President of the United States was elected; and

**WHEREAS**, in 2012, President Barack H. Obama was elected to serve a second term; and

**WHEREAS**, in 2012, California historically elected the most African Americans to serve in the Legislature, totaling 12 members; and

**WHEREAS**, 2018 marked the highest number of African American members serving in the United States Congress, totaling 55 members; and

**WHEREAS**, Africans and African Americans have been great inventors, inventing and improving on innovations such as the air-conditioning unit, almanac, automatic gear shift, blood plasma bag, clothes dryer, doorknob, doorstop, the electric lamp bulb, elevator, fire escape ladder, fountain pen, gas mask, golf tee, horseshoe, lantern, lawnmower, lawn sprinkler, lock, lubricating cup, refrigerating apparatus, spark plug, stethoscope, telephone transmitter, thermostat control, traffic signal, and the typewriter; and

**WHEREAS**, African American History Month commemorates and celebrates the many different achievements of African Americans, whether that be in academic pursuits, business, fine arts, political action, and science;

**NOW, THEREFORE BE IT RESOLVED** by the Governing Board of the Santa Rosa City Schools District that the District takes great pleasure in recognizing February 2025 as African American History Month, urges everyone to join in celebrating the accomplishments of African Americans during African American History Month, and encourages the staff and students of SRCS to recognize not only the many different talents of African Americans but also the great achievements, contributions, and sacrifices they have made to help create equity and equality inside and outside of the classroom.

**PASSED AND ADOPTED** by the Board of Education of Santa Rosa City Schools, on this 22<sup>nd</sup> day of January, 2025, by the following vote:

AYES: 7 NOES: 0 ABSENT: 0 ABSTAIN: 0

  
\_\_\_\_\_  
Jeremy De La Torre, Clerk of the Board

\_\_\_\_\_  
Date

January 22, 2025



**RESOLUTION OF THE BOARD OF TRUSTEES OF THE SANTA ROSA SCHOOL DISTRICT REGARDING  
RESOLUTION REGARDING CLASSIFIED RETIREMENT OR RESIGNATION BONUS INCENTIVE**

**WHEREAS**, the Board of Directors of Santa Rosa City Schools District recognizes the importance of planning for smooth transitions in the event of classified employee retirements or resignations, and seeks to encourage classified employees to provide timely notice of their intent to retire or resign; and

**WHEREAS**, the Board has determined that providing tiered bonus incentives based on early notice will benefit the Santa Rosa City Schools District by facilitating better planning and ensuring a smooth transition process;

**NOW, THEREFORE, BE IT RESOLVED** that:

1. **Eligibility for Bonus:** Classified Employees who intend to retire or resign from Santa Rosa City Schools District must provide an irrevocable written notice to the Board of Directors of their intent to retire or resign no later than June 30, 2025 and no earlier than their last work-year calendar day by the following deadlines:
  - o **By January 31:** \$1,000 bonus
  - o **By February 15:** \$750 bonus
  - o **By February 28:** \$500 bonus
2. **Adjustment for Less Than Full-Time Employees:** The bonus amount will be prorated for classified employees who are not full-time (i.e., those who work less than 1.0 Full-Time Equivalent (FTE)). For example, a classified employee working 0.80 FTE will receive 80% of the applicable bonus amount.
3. **Payment of Bonus:** The bonus will be paid on the last regular paycheck of the school year, subject to the classified employee fulfilling all terms of their resignation or retirement.
4. **Irrevocability of Retirement or Resignation:** Once a classified employee has provided notice of their intent to retire or resign, the decision will be irrevocable. No changes to the resignation or retirement date or status will be permitted once notice is given.
5. **Authority to Implement:** The Superintendent or designee is hereby authorized to implement and oversee the procedures necessary to administer this incentive program in accordance with this resolution.
6. **Effective Date:** This resolution shall be effective immediately upon adoption by the Board of Directors.

**PASSED AND ADOPTED** this date, **January 22, 2025**, by the Board of Education of the Santa Rosa City Schools of the County of Sonoma, State of California, by the following vote:

AYES: 7  
NOES: 0  
ABSENT: 0



**Resolution No. 2024/25-37**

**Date: January 22, 2025**

This is to certify that this is a true and correct copy of the resolution as adopted and approved at a regular meeting of the Board of Education of the Santa Rosa City Schools.

  
\_\_\_\_\_  
Jeremy De La Torre, Clerk, Board of Education



**RESOLUTION OF THE BOARD OF TRUSTEES OF THE SANTA ROSA SCHOOL DISTRICT REGARDING  
RESOLUTION REGARDING CERTIFICATED RETIREMENT OR RESIGNATION BONUS INCENTIVE**

**WHEREAS**, the Board of Directors of Santa Rosa City Schools District recognizes the importance of planning for smooth transitions in the event of certificated employee retirements or resignations, and seeks to encourage certificated employees to provide timely notice of their intent to retire or resign; and

**WHEREAS**, the Board has determined that providing tiered bonus incentives based on early notice will benefit the Santa Rosa City Schools District by facilitating better planning and ensuring a smooth transition process;

**NOW, THEREFORE, BE IT RESOLVED** that:

1. **Eligibility for Bonus:** Certificated employees who intend to retire or resign from Santa Rosa City Schools District must provide an irrevocable written notice to the Board of Directors of their intent to retire or resign no later than June 30, 2025 and no earlier than their last work-year calendar day by the following deadlines:
  - o **By January 31:** \$1,000 bonus
  - o **By February 15:** \$750 bonus
  - o **By February 28:** \$500 bonus
2. **Adjustment for Less Than Full-Time Employees:** The bonus amount will be prorated for certificated employees who are not full-time (i.e., those who work less than 1.0 Full-Time Equivalent (FTE)). For example, an employee working 0.80 FTE will receive 80% of the applicable bonus amount.
3. **Payment of Bonus:** The bonus will be paid on the last regular paycheck of the school year, subject to the certificated employee fulfilling all terms of their resignation or retirement.
4. **Irrevocability of Retirement or Resignation:** Once a certificated employee has provided notice of their intent to retire or resign, the decision will be irrevocable. No changes to the resignation or retirement date or status will be permitted once notice is given.
5. **Authority to Implement:** The Superintendent or designee is hereby authorized to implement and oversee the procedures necessary to administer this incentive program in accordance with this resolution.
6. **Effective Date:** This resolution shall be effective immediately upon adoption by the Board of Directors.

**PASSED AND ADOPTED** this date, **January 22, 2025**, by the Board of Education of the Santa Rosa City Schools of the County of Sonoma, State of California, by the following vote:

AYES: 7  
NOES: 0  
ABSENT: 0



**Resolution No. 2024/25-38**

**Date: January 22, 2025**

This is to certify that this is a true and correct copy of the resolution as adopted and approved at a regular meeting of the Board of Education of the Santa Rosa City Schools.

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Jeremy De La Torre, Clerk, Board of Education

A handwritten signature in blue ink, appearing to read "Jeremy De La Torre", is written over a horizontal black line.

# Comparison in SRO MOUs

## Working Group MOU and MOU with suggestions by members of 3x3 compiled by Omar Medina

*This comparison chart created by Superintendent Morales 01.16.2025*

MOU with revisions by members of 3x3 compiled by Omar Medina	Working Group MOU
<b>RECITALS</b>	
Whereas, the Parties recognize that keeping students in school and out of the criminal justice system is a shared priority; and	Whereas, the Parties recognize that keeping students in school and out of the criminal justice system is a shared priority; and
Whereas, the purpose of a School Resource Officer (SRO) program is to preserve our educational environments as safe zones conducive to learning and growth; and	Whereas, the purpose of a School Resource Officer (SRO) program is to preserve our educational environments as safe zones conducive to learning and growth; and
Whereas, the Parties agree that law enforcement activity against a student is a last resort after all other interventions have been exhausted; and	
Whereas, the Parties agree that they will work together to prioritize restorative justice practices and community-based interventions over punitive and criminal consequences; and	Whereas, the Parties agree that they will work together to prioritize restorative justice practices and community-based interventions over punitive and criminal consequences;
Whereas, the Parties <b>desire to pilot</b> a School Resource Officer (SRO) program <b>that rebuilds trust and builds healthy</b> and positive collaboration between students and the Police Department in the school community; and	Whereas, the Parties <b>wish to implement a pilot</b> School Resource Officer (SRO) program <b>aimed at fostering trust and cultivating a healthy</b> , positive partnership between students and the Police Department <b>within</b> the school community;
Whereas, the Parties agree to pilot the placement of five (5) SROs and one (1) SRO Sergeant into service with the Santa Rosa City Schools (SRCS) District.	Whereas, the Parties agree to pilot the placement of five (5) SROs and one (1) SRO Sergeant into service with the Santa Rosa City Schools (SRCS) District.
<b>NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND CONDITIONS IDENTIFIED HEREIN, THE CITY AND THE DISTRICT AGREE AS FOLLOWS:</b>	
<b>1. PURPOSE AND SCOPE</b>	

<p>The purpose of this Agreement is to set forth guidelines between the Santa Rosa Police Department and Santa Rosa City Schools in the pilot of the School Resource Officer (SRO) Program. The goal is to ensure a common understanding between the police department and school district regarding their respective roles and responsibilities in addressing and preventing racialized disproportionality in discipline and criminal consequences, ensuring the partnership fosters equity, maintains safe schools, promotes a positive school climate, and supports educational opportunities for all students.</p>	<p>The purpose of this Agreement is to set forth guidelines between the Santa Rosa Police Department and Santa Rosa City Schools in the pilot of the School Resource Officer (SRO) Program. The goal is to ensure a common understanding between the police department and school district regarding their respective roles and responsibilities in addressing and preventing racialized disproportionality in discipline and criminal consequences, ensuring the partnership fosters equity, maintains safe schools, promotes a positive school climate, and supports educational opportunities for all students.</p>
<p>This Agreement does not establish an employer-employee relationship between the District and the City of Santa Rosa or its personnel, it being understood that the City and District shall act hereunder as independent contractors. Neither party is the agent nor the employee of the other in any capacity whatsoever, and neither party shall be liable for any acts or omissions by the other nor for any obligations or liabilities incurred by the other Party.</p>	<p>This Agreement does not establish an employer-employee relationship between the District and the City of Santa Rosa or its personnel, it being understood that the City and District shall act hereunder as independent contractors. Neither party is the agent nor the employee of the other in any capacity whatsoever, and neither party shall be liable for any acts or omissions by the other nor for any obligations or liabilities incurred by the other Party.</p>
<p>In particular this Agreement is intended to establish a procedural and programmatic working relationship between the City and the District for the development and implementation of the SRO Program.</p>	<p>In particular this Agreement is intended to establish a procedural and programmatic working relationship between the City and the District for the development and implementation of the SRO Program.</p>
<p>Additionally, the school district and police department share the goal of reducing criminal consequences for school behavioral issues for all students when possible, and further emphasize school environments which promote intellectual development and personal growth for all students.</p>	<p>Additionally, the school district and police department share the goal of reducing criminal consequences for school behavioral issues for all students when possible, and further emphasize school environments which promote intellectual development and personal growth for all students.</p>
<p><b>2. TERM</b></p>	
<p>The term of this Agreement shall <b>commence on the date it is ratified and signed by both parties</b> and shall continue through June 30, 2028, with an annual evaluation as outlined in Section 10 of this MOU.</p>	<p>The term of this Agreement shall begin July 1, 2025, and shall continue through July 1, 2028 with an annual evaluation as outlined in Section 10 of this MOU.</p>

<p>Either party may terminate this AGREEMENT at their own convenience upon 30-day written notice to the other party.</p>	<p>Either party may terminate this AGREEMENT at their own convenience upon 30-day written notice to the other party.</p>
<p><b>SRPD ROLES AND RESPONSIBILITIES UNDER THIS AGREEMENT RPD ROLES AND RESPONSIBILITIES UNDER THIS AGREEMENT</b>  <b>3. SELECTION AND ASSIGNMENT OF SRO(s)</b></p>	
<p>The Police Department agrees to provide one uniformed police officer (SRO) at each of the five (5) main high schools in the Santa Rosa City Schools District. While the SROs will be primarily based at each of the (5) high schools, they shall be available when feasible to assist the continuation of high school and middle schools, as well as other attendance area schools as part of their duties.</p>	<p>The Police Department agrees to provide one uniformed police officer (SRO) at each of the five (5) main high schools in the Santa Rosa City Schools District. While the SROs will be primarily based at each of the (5) high schools, they shall be available when feasible to assist the continuation of high school and middle schools, as well as other attendance area schools as part of their duties.</p>
<p>The SRO(s) shall remain employees of the Police Department and shall not be employees of Santa Rosa City Schools. This Agreement acknowledges that the SRO(s) will remain responsive to the command of the Police Department. However, while acting in the capacity of an SRO, the SRO(s) shall take direction from the Superintendent or designee with the exception that, while in the performance of law enforcement duties, the SRO will follow protocols established by the Police Department and its Chief. The Parties agree to jointly draft and implement protocols to ensure clear and collaborative decision-making for SRO assignments and daily activities, and conflict resolution mechanisms in the event of a disagreement between school administrators and SROs or between the Police Department and the District.</p>	<p>The SRO(s) shall remain employees of the Police Department and shall not be employees of Santa Rosa City Schools. This Agreement acknowledges that the SRO(s) will remain responsive to the command of the Police Department. However, while acting in the capacity of an SRO, the SRO(s) shall take direction from the Superintendent or designee with the exception that, while in the performance of law enforcement duties, the SRO will follow protocols established by the Police Department and its Chief. The Parties agree to jointly draft and implement protocols to ensure clear and collaborative decision-making for SRO assignments and daily activities, and conflict resolution mechanisms in the event of a disagreement between school administrators and SROs or between the Police Department and the District.</p>
<p>The SRO's schedule shall be determined by and between the Chief and the Superintendent or designee, with the intent that the work schedule of the SRO is aligned with the school calendar.</p>	<p>The SRO's schedule shall be determined by and between the Chief and the Superintendent or designee, with the intent that the work schedule of the SRO is aligned with the school calendar.</p>
<p>SROs shall be selected by SRPD, with input from the District, utilizing a process that includes an oral interview and consideration of prior duty performance. A District representative will be part of the selection</p>	<p>SROs shall be selected by SRPD, with input from the District, utilizing a process that includes an oral interview and consideration of prior duty performance. A District representative will be part of the selection</p>

<p>panel, as an advisory member, and provide feedback on the oral board questions. In the event of a disagreement between the SRPD and the District about the choice of an SRO, the District shall have the ultimate decision about who serves in this position on their school sites.</p>	<p>panel, as an advisory member, and provide feedback on the oral board questions. In the event of a disagreement between the SRPD and the District about the choice of an SRO, the District shall have the ultimate decision about who serves in this position on their school sites.</p>
<p><b>4. ROLE AND RESPONSIBILITIES OF SROs</b></p>	
<p>A. The SROs, under the supervision of the Santa Rosa Police Department (SRPD), shall present a positive image of the law enforcement profession and perform law enforcement duties on school campuses during the school year.</p>	<p>A. The SROs, under the supervision of the Santa Rosa Police Department (SRPD), shall present a positive image of the law enforcement profession and perform law enforcement duties on school campuses during the school year.</p>
<p>B. Foster relationships and respect for the civil and legal rights of students.</p>	<p>B. Foster relationships and respect for the civil and legal rights of students.</p>
<p>C. Provide students with a better understanding of the nature and function of law enforcement by providing classroom presentations, as requested.</p>	<p>C. Provide students with a better understanding of the nature and function of law enforcement by providing classroom presentations, as requested.</p>
<p>D. When appropriate, be a resource for students, parents/guardians and staff. Resources should use a trauma-informed and culturally responsive approach and can include hosting educational and social programs to support student, family and community needs in collaboration with multidisciplinary professionals and CBOs.</p>	<p>D. When appropriate, be a resource for students, parents/guardians and staff. Resources should use a trauma-informed and culturally responsive approach and can include hosting educational and social programs to support student, family and community needs in collaboration with multidisciplinary professionals and CBOs.</p>
<p>E. Provide technical assistance to school administrators on emergency preparedness and planning.</p>	<p>E. Provide technical assistance to school administrators on emergency preparedness and planning.</p>
<p>F. Investigate and question minor students in the presence of their parent or guardian regarding offenses related to incidents occurring at the school, as outlined under Education Code, or State law.</p>	<p>F. Investigate and question minor students in the presence of their parent or guardian regarding offenses related to incidents occurring at the school <b>and/or outside of school</b>, as outlined under Education Code, or State law.</p>
<p>G. <b>Only</b> detain or take into physical custody those individuals for whom there is reasonable suspicion or probable cause that a criminal offense has been committed, or when other safety factors exist or are present, in accordance with State law and</p>	<p>G. Detain or take into physical custody those individuals for whom there is reasonable suspicion or probable cause that a criminal offense has been committed, or when other safety factors exist or are present, in accordance with State law and Education</p>

Education Code. When taking students into custody, SROs shall take all possible measures to do so outside of the presence of their peers and teachers.	Code. When taking students into custody, SROs shall take all possible measures to do so outside of the presence of their peers and teachers.
H. SROs are responsible for dealing with criminal law issues and shall leave to the certificated administrators of each school the responsibility for student discipline and decisions regarding the imposition of discipline for students enrolled at their campus. <b>SROs understand that the District must undergo administrative investigations related to any disciplinary matter whether or not there is reasonable suspicion or probable cause that a crime has been committed. SROs will not interfere with District investigations for disciplinary purposes.</b>	H. SROs are responsible for dealing with criminal law issues and shall leave to the certificated administrators of each school the responsibility for student discipline and decisions regarding the imposition of discipline for students enrolled at their campus.
I. Attend administrative meetings, as requested by District administration.	I. Attend administrative meetings, as requested by District administration.
J. Provide security for sporting events, school functions and graduation events, <b>at District</b> request.	J. Provide security for sporting events, school functions and graduation events, at request.
K. Investigate crimes that occur on school campuses and deter criminal activity. <b>Pursuant to Paragraph H, SROs understand that any criminal investigation must work parallel to and can not interfere with administrative investigation for disciplinary purposes.</b>	K. Investigate crimes that occur on school campuses and deter criminal activity.
L. Work collaboratively with school administrators to implement intervention options for minor criminal offenses, where appropriate for the child, including diversion programs, mental health resources and pro-social services, and perform duties consistent with Procedural Justice concepts.	L. Work collaboratively with school administrators to implement intervention options for minor criminal offenses, where appropriate for the child, including diversion programs, mental health resources and pro-social services, and perform duties consistent with Procedural Justice concepts.
M. At a minimum, participate in the quarterly reporting requirements and annual presentation of progress toward program goals and objectives. The purpose of these reports and presentations is to review policies, provide training, assess incident and interactions data, update or report on	M. At a minimum, participate in the quarterly reporting requirements and annual presentation of progress toward program goals and objectives. The purpose of these reports and presentations is to review policies, provide training, assess incident and interactions data, update or report on

measurable goals as determined, and debrief significant incidents.	measurable goals as determined, and debrief significant incidents.
N. SROs shall make every effort to coordinate with school administration when serving warrants on District property to minimize disruption to the educational environment. Recognizing the jurisdictional authority and legal obligations of SROs as sworn law enforcement officers, they must fulfill their duties, including serving warrants. Except in emergency situations or where immediate action is necessary to ensure safety, SROs should avoid serving warrants during school hours and, when possible, should serve warrants in a manner that respects the school's operations and the privacy of students and staff.	N. SROs shall make every effort to coordinate with school administration when serving warrants on District property to minimize disruption to the educational environment. Recognizing the jurisdictional authority and legal obligations of SROs as sworn law enforcement officers, they must fulfill their duties, including serving warrants. Except in emergency situations or where immediate action is necessary to ensure safety, SROs should avoid serving warrants during school hours and, when possible, should serve warrants in a manner that respects the school's operations and the privacy of students and staff.
O. Make appropriate adjustments to the program based on report findings.	O. Make appropriate adjustments to the program based on report findings.
<b>5. SROs – ADMINISTRATIVE DISCIPLINE - GRADUATED RESPONSE MODEL</b>	
SRCS and the SROs will utilize the following graduated response model, which provides the progression of consequences for continued minor student misconduct. As such, students in need receive appropriate redirection and support from in-school and community resources prior to the consideration of SRO involvement or court referral. <b>The Parties agree that SRO involvement is limited to situations where there is a clear and present danger or where the Superintendent or her designee has determined that other interventions have failed. The Parties also agree that they will undertake quarterly reviews of the model's effectiveness and its impact on students, with a particular focus on students who experience disproportionate criminal justice consequences and will adjust the model based on this review.</b>	SRCS and the SROs will utilize the following graduated response model, which provides the progression of consequences for continued minor student misconduct. As such, students in need receive appropriate redirection and support from in-school and community resources prior to the consideration of SRO involvement or court referral.
<b>Classroom Intervention</b> - The classroom teacher plays a prominent role in guiding, developing and reinforcing appropriate student conduct and is acknowledged as the first line in implementing the school discipline	<b>Classroom Intervention</b> - The classroom teacher plays a prominent role in guiding, developing and reinforcing appropriate student conduct and is acknowledged as the first line in implementing the school discipline

<p>code. As such, this model begins with a range of tiered classroom management techniques that must be implemented prior to any other sanctions or interventions. Classroom intervention is managed by the teacher for behaviors that are passive and non-threatening such as dress code violations and violations of classroom rules. SROs should not be involved at this level. Classroom intervention options might include redirection, re-teaching, school climate initiatives, referrals to school resources, referrals to outside resources, moving seats, and restorative practices. The teacher should initiate parental/guardian contact.</p>	<p>code. As such, this model begins with a range of tiered classroom management techniques that should be implemented prior to any other sanctions or interventions. Classroom intervention is managed by the teacher for behaviors that are passive and non-threatening such as dress code violations and violations of classroom rules. SROs should not be involved at this level. Classroom intervention options might include redirection, re-teaching, school climate initiatives, referrals to school resources, referrals to outside resources, moving seats, and restorative practices. The teacher should initiate parental/guardian contact.</p>
<p><b>School Administration Intervention -</b> Classroom interventions are supported by school administrators and other school staff who address more serious or repetitive behaviors and behaviors both in school and outside of the classroom. Tiered administration intervention options, guided by Education Code, will follow district Proactive and Responsive Behavioral Support Guidelines which may include referrals to school and community resources, restorative responses, and parent/guardian support.</p>	<p><b>School Administration Intervention -</b> Classroom interventions are supported by school administrators and other school staff who address more serious or repetitive behaviors and behaviors both in school and outside of the classroom. Tiered administration intervention options, guided by Education Code, will follow district Proactive and Responsive Behavioral Support Guidelines which may include referrals to school and community resources, restorative responses, and parent/guardian support.</p>
<p><b>Assessment and Service Provision -</b> When the behavior and needs of the student warrant an assessment process and intervention, the use of school services may be appropriate. This intervention is managed by the school administrator or a student assistance team. Repetitive truancy or defiance of school rules, and behaviors that interfere with others such as vandalism or harassment may be examples that belong at this level as well as students in need who would benefit from service provision. Tiered assessment and service intervention options should include any classroom or school administration interventions and might include referral to school and community resources, restorative services, diversion programs, harm reduction, and in severe circumstances suspension, expulsion or referral to court. Truant behavior should not lead to an out-of-school option.</p>	<p><b>Assessment and Service Provision -</b> When the behavior and needs of the student warrant an assessment process and intervention, the use of school services may be appropriate. This intervention is managed by the school administrator or a student assistance team. Repetitive truancy or defiance of school rules, and behaviors that interfere with others such as vandalism or harassment may be examples that belong at this level as well as students in need who would benefit from service provision. Tiered assessment and service intervention options should include any classroom or school administration interventions and might include referral to school and community resources, restorative services, diversion programs, harm reduction, and in severe circumstances suspension, expulsion or referral to court. Truant behavior should not lead to an out-of-school option.</p>

<p><b>Law Enforcement Involvement in Prevention and Intervention</b> - When deemed appropriate within California Education Code and the California Penal Code, the administration may include an SRO for early student intervention. This intervention is discussed between the administration and the SRO, and options may include, but not be limited to, conference with the student, parents/guardians, teachers and/or others; referral to a restorative program and/or community agencies. This intervention shall be conducted in a culturally sensitive manner, ensuring effective communication and respecting each family's immigration status, primary language, and cultural background, along with other culturally responsive considerations.</p>	<p><b>Law Enforcement Involvement in Prevention and Intervention</b> - When deemed appropriate within California Education Code and the California Penal Code, the administration may include an SRO for early student intervention. This intervention is discussed between the administration and the SRO, and options may include, but not be limited to, conference with the student, parents/guardians, teachers and/or others; referral to a restorative program and/or community agencies. This intervention shall be conducted in a culturally sensitive manner, ensuring effective communication and respecting each family's immigration status, primary language, and cultural background, along with other culturally responsive considerations.</p>
<p><b>6. ROLE OF SRO SUPERVISING SERGEANT</b></p>	
<p>A. Meet and confer on a regular basis with a representative designated by SRCS to discuss the implementation and ongoing management of the SRO program.</p>	<p>A. Meet and confer on a regular basis with a representative designated by SRCS to discuss the implementation and ongoing management of the SRO program.</p>
<p>B. The SRO Supervising Sergeant or Chief of Police will conduct annual performance personnel evaluations of SROs, documenting and outlying their performance. The Superintendent and school administrators shall be invited to submit comments to be included in the annual performance personnel evaluation, tied to the goals of the program. Students and other school community members are encouraged to provide feedback regarding the performance of school resource officers. All feedback will be reviewed and verified by the administration before being considered in the annual performance evaluation, ensuring that the officers' due process rights are upheld and that evaluations are fair and accurate.</p>	<p>B. The SRO Supervising Sergeant or Chief of Police will conduct annual performance personnel evaluations of SROs, documenting and outlying their performance. The Superintendent and school administrators shall be invited to submit comments to be included in the annual performance personnel evaluation, tied to the goals of the program. Students and other school community members are encouraged to provide feedback regarding the performance of school resource officers. All feedback will be reviewed and verified by the administration before being considered in the annual performance evaluation, ensuring that the officers' due process rights are upheld and that evaluations are fair and accurate.</p>
<p>C. The Parties agree that they will jointly draft and release a complaint process notice to the school community. In conjunction with an SRCS representative, review complaints submitted to school sites and/or the District that are brought forward by staff, students,</p>	<p>C. The Parties agree that they will jointly draft and release a complaint process notice to the school community. In conjunction with an SRCS representative, review complaints submitted to school sites and/or the District that are brought forward by staff, students,</p>

<p>parents/guardians, or the public regarding an SRO's performance within the context of an educational school setting, further outlined below:</p> <p>Upon receipt of any complaint that could adversely affect the ability of an SRO to properly conduct his or her duties as an SRO, the Chief of Police or designee will review the complaint to determine if any immediate personnel action must be taken. Based on the nature of the complaint, and in order to ensure the safety and wellbeing of the school, the Chief of Police may remove the SRO from his/her assigned school. The Chief of Police or designee will notify the Superintendent of such action. SRPD will investigate the complaint in accordance with the department's policies and procedures to ensure a thorough investigation of the complaint. SRPD will meet quarterly with a representative from the District to review aggregate data on SRO complaints and dispositions. Information provided to the Superintendent regarding the complaint will be in accordance with sections 832.5 and 832.7 of the California Penal Code, and with the Public Safety Officers Procedural Bill of Rights Act.</p>	<p>parents/guardians, or the public regarding an SRO's performance within the context of an educational school setting, further outlined below:</p> <p>Upon receipt of any complaint that could adversely affect the ability of an SRO to properly conduct his or her duties as an SRO, the Chief of Police or designee will review the complaint to determine if any immediate personnel action must be taken. Based on the nature of the complaint, and in order to ensure the safety and wellbeing of the school, the Chief of Police may remove the SRO from his/her assigned school. The Chief of Police or designee will notify the Superintendent of such action. SRPD will investigate the complaint in accordance with the department's policies and procedures to ensure a thorough investigation of the complaint. SRPD will meet quarterly with a representative from the District to review aggregate data on SRO complaints and dispositions. Information provided to the Superintendent regarding the complaint will be in accordance with sections 832.5 and 832.7 of the California Penal Code, and with the Public Safety Officers Procedural Bill of Rights Act.</p>
<p><b>7. SCHOOL RESOURCE OFFICER TRAINING</b></p>	
<p>The SRO shall receive such training as is necessary to permit the SRO to effectively advance the school's educational mission in the context of his or her duties as SRO. Training topics, goals, and objectives shall be determined jointly by representatives of SRCS and SRPD. Training shall be provided in the following areas:</p>	<p>The SRO shall receive such training as is necessary to permit the SRO to effectively advance the school's educational mission in the context of his or her duties as SRO. Training topics, goals, and objectives shall be determined jointly by representatives of SRCS and SRPD. Training shall be provided in the following areas:</p>
<p>A. SROs will receive specific school related training from a California Police Officer Standards and Training (P.O.S.T.) approved (or equivalent) training course.</p>	<p>A. SROs will receive specific school related training from a California Police Officer Standards and Training (P.O.S.T.) approved (or equivalent) training course. <b>as soon as practicable upon appointment.</b></p>
<p>B. Crisis Intervention Training (C.I.T.) or its equivalent (response to persons suffering a from mental health crisis).</p>	<p>B. Crisis Intervention Training (C.I.T.) or its equivalent (response to persons suffering from mental health crisis).</p>

<p>C. SROs will seek to establish and maintain information regarding national and regional best practices from SRO training conferences.</p>	<p>C. SROs will seek to establish and maintain information regarding national and regional best practices from SRO training conferences.</p>
<p>D. SROs shall receive SRPD-provided training on topics to include how to work with youth, implicit bias, de-escalation, harm reduction, impacts of restraint and seclusion on disabled students, juvenile investigations, diversity, inclusion and equity, including harm reduction to LGBTQIA+ students.</p>	<p>D. SROs shall receive SRPD-provided training on topics to include how to work with youth, implicit bias, de-escalation, harm reduction, impacts of restraint and seclusion on disabled students, juvenile investigations, diversity, inclusion and equity, including harm reduction to LGBTQIA+ students.</p>
<p>E. Additionally, SROs shall receive District-provided trainings, in cooperation with District administrators. This may include plans for professional development and training specific to SRCS. Such training may include restorative justice and trauma-informed practices, child and adolescent development, special education laws, and school mental health, immigration implications related to criminal consequences and impacts on student and family safety and stability. Additional job-related training will be provided as needed.</p>	<p>E. Additionally, SROs shall receive District-provided trainings, in cooperation with District administrators. This may include plans for professional development and training specific to SRCS. Such training may include restorative justice and trauma-informed practices, child and adolescent development, special education laws, and school mental health, immigration implications related to criminal consequences and impacts on student and family safety and stability. Additional job-related training will be provided as needed.</p>
<p><b>8. UNIFORM AND EQUIPMENT</b></p>	
<p>All uniforms and equipment necessary to serve as an active SRO within the school district shall be provided by the Police Department. The SROs will wear Class B uniforms when on-duty during school hours. Each SRO will carry a Police Department-approved duty firearm and other Police Department-issued equipment. The SRO(s) are responsible for carrying such equipment or otherwise storing and securing such equipment, including firearms and ammunition, in accordance with Police Department protocols. In no event shall such firearms or ammunition be stored in a school building. Such duty firearm and other equipment shall only be used when law enforcement intervention is necessary and then shall only be used in accordance with the policies and standards of the Police Department and applicable law.</p>	<p>All uniforms and equipment necessary to serve as an active SRO within the school district shall be provided by the Police Department. The SROs will wear Class B uniforms when on-duty during school hours. Each SRO will carry a Police Department-approved duty firearm and other Police Department-issued equipment. The SRO(s) are responsible for carrying such equipment or otherwise storing and securing such equipment, including firearms and ammunition, in accordance with Police Department protocols. In no event shall such firearms or ammunition be stored in a school building. Such duty firearm and other equipment shall only be used when law enforcement intervention is necessary and then shall only be used in accordance with the policies and standards of the Police Department and applicable law.</p>

<p>SROs, with approval from their Sergeant, may take efforts to “soften” their uniform appearance on campus under certain circumstances (i.e., School rallies, informal teaching days, and other miscellaneous school activities), but with clearly identifiable police badge and department issued clothing. It is important that SROs maintain their regular uniform attire during the performance of their duties as their identification during times of emergency are critical to overall school safety.</p>	<p>SROs, with approval from their Sergeant, may take efforts to “soften” their uniform appearance on campus under certain circumstances (i.e., School rallies, informal teaching days, and other miscellaneous school activities), but with clearly identifiable police badge and department issued clothing. It is important that SROs maintain their regular uniform attire during the performance of their duties as their identification during times of emergency are critical to overall school safety.</p>
<p>Body-worn recording equipment shall not be turned on by the SRO while acting in the capacity of an SRO with respect to educational responsibilities or typical interactions with students, staff, or other members of the public in the school setting. The SRO will use body-worn recording equipment only when acting in a law enforcement capacity and as required by Police Department policy and in accordance with applicable law and guidelines. The Police Department and the Superintendent shall jointly set expectations and follow the dispute resolution process to be jointly drafted and implemented pursuant to Section 6. C., above, to resolve any disputes in this area.</p>	<p>Body-worn recording equipment shall not be turned on by the SRO while acting in the capacity of an SRO with respect to educational responsibilities or typical interactions with students, staff, or other members of the public in the school setting. The SRO will use body-worn recording equipment only when acting in a law enforcement capacity and as required by Police Department policy and in accordance with applicable law and guidelines. The Police Department and the Superintendent shall jointly set expectations and follow the dispute resolution process to be jointly drafted and implemented pursuant to Section 6. C., above, to resolve any disputes in this area.</p>
<p><b>9. ARREST OF STUDENTS ON CAMPUS</b></p>	
<p>A. School Principal or administrator shall be consulted by an SRO prior to a student being taken into custody on campus where practicable or absent any immediate safety concerns.</p>	<p>A. School Principal or administrator shall be consulted by an SRO prior to a student being taken into custody on campus where practicable or absent any immediate safety concerns.</p>
<p>B. Outside emergency circumstances, school administrators and SRO(s) should work collaboratively to facilitate when and where an arrest of a student is to be made on campus.</p>	<p>B. Outside emergency circumstances, school administrators and SRO(s) should work collaboratively to facilitate when and where an arrest of a student is to be made on campus.</p>
<p>C. SROs should prioritize the safety and well-being of all students and staff on campus during their actions in such incidents, being mindful of bias and the impacts on marginalized students. Whenever possible,</p>	<p>C. SROs should prioritize the safety and well-being of all students and staff on campus during their actions in such incidents, being mindful of bias and the impacts on marginalized students. Whenever possible,</p>

they shall work to ensure that other students and District staff who are not directly involved in the situation do not witness the arrest.	they shall work to ensure that other students and District staff who are not directly involved in the situation do not witness the arrest.
D. If a student is removed from school into the custody of law enforcement, the principal or designee shall immediately notify the parent/guardian or responsible relative regarding the student's release and the place to which he/she is reportedly being taken, except when the minor has been taken into custody as a victim of suspected child abuse. (Education Code 48906).	D. If a student is removed from school into the custody of law enforcement, the principal or designee shall immediately notify the parent/guardian or responsible relative regarding the student's release and the place to which he/she is reportedly being taken, except when the minor has been taken into custody as a victim of suspected child abuse. (Education Code 48906).
E. SRO's shall consider the impact of restraint practices when determining the need to handcuff or restrain a student. Considerations may include whether there is clear and present danger for the student and/or others.	E. SRO's shall consider the impact of restraint practices when determining the need to handcuff or restrain a student. Considerations may include whether there is clear and present danger for the student and/or others.
<b>10. PROGRAM ASSESSMENT</b>	
The School Resource Officer Program and partnership with Santa Rosa City Schools will be assessed annually, informed by quarterly reports, at the conclusion of the school year. The evaluation will be conducted jointly between SRPD and SRCS and may include a third party evaluator and other stakeholders, including students, parents, and community members. The following areas will be used to help evaluate the program:	The School Resource Officer Program and partnership with Santa Rosa City Schools will be assessed annually, informed by quarterly reports, at the conclusion of the school year. The evaluation will be conducted jointly between SRPD and SRCS and may include a third-party evaluator and other stakeholders, including students, parents, and community members. The following areas will be used to help evaluate the program:
A. Success of established goals and objects. (refer to section 4.M)	A. Success of established goals and objects. (refer to section 4.M)
B. Police-community contacts (interactions, <b>demographic data of children involved in all contacts</b> , incidents, citations, arrests, community and school outreach activities, etc.).	B. Police-community contacts (interactions, incidents, citations, arrests, community and school outreach activities, etc.).
C. Student, Staff, and Parent/Guardian feedback in multiple forms, including a community forum, utilizing a design-to-the-margins framework for outreach.	C. Student, Staff, and Parent/Guardian feedback in multiple forms, including a community forum, utilizing a design-to-the-margins framework for outreach.
D. Any new modifications discussed between SRPD and SRCS to the existing	D. Any new modifications discussed between SRPD and SRCS to the existing

Memorandum of Understanding.	Memorandum of Understanding.
Ø E. Annual evaluation will be shared in a public facing dashboard, and available in languages required by law (e.g., English, Spanish), as well as in print at public meetings.	E. Annual evaluation will be shared in a public facing dashboard, and available in languages required by law (e.g., English, Spanish), as well as in print at public meetings.
Æ F. Listening sessions with students, including students who have experienced police contact.	F. Listening sessions with students, including students who have experienced police contact.
<b>11. LAW ENFORCEMENT RECORDS AND INFORMATION SHARING</b>	
Pursuant to Welfare and Institutions Code sections 827, 828.1 and 828.3, certain law enforcement records, probation reports and juvenile case file information may be provided to the District Superintendent or his/her designee. In addition to providing such information directly to the District Superintendent, the SRO may provide such information to the principal of the school in which a minor student is enrolled and the principal shall be a designee of the Superintendent for the receipt of such information.	Pursuant to Welfare and Institutions Code sections 827, 828.1 and 828.3, certain law enforcement records, probation reports and juvenile case file information may be provided to the District Superintendent or his/her designee. In addition to providing such information directly to the District Superintendent, the SRO may provide such information to the principal of the school in which a minor student is enrolled and the principal shall be a designee of the Superintendent for the receipt of such information.
<b>SRCS ROLES AND RESPONSIBILITIES UNDER THIS AGREEMENT</b>	
<b>12. SANTA ROSA SCHOOL DISTRICT SHALL:</b>	
A. Meet and confer on a regular basis with an SRPD designated representative to discuss the implementation and ongoing management of the SRO Program; and	A. Meet and confer on a regular basis with an SRPD designated representative to discuss the implementation and ongoing management of the SRO Program; and
B. Provide office space and furnishings, including an assigned telephone extension, for each SRO.	B. Provide office space and furnishings, including an assigned telephone extension, for each SRO.
C. Maintain an anonymous complaint process at each site where an SRO is present.	C. Maintain an anonymous complaint process at each site where an SRO is present.
D. Upon receipt of any complaint regarding an SRO, the District will notify the Chief of Police, or their designee to share the details of the complaint as outlined in this MOU above.	D. Upon receipt of any complaint regarding an SRO, the District will notify the Chief of Police, or their designee to share the details of the complaint as outlined in this MOU above.
E. The District shall have the right to request, after consultation and collaboration with	E. The District shall have the right to request, after consultation and collaboration with

SRPD, that an SRO be removed from their specific assignment.	SRPD, that an SRO be removed from their specific assignment.
<b>13. SRCS STUDENT RECORDS AND INFORMATION SHARING</b>	
<p>A. The SRO shall be allowed access to student records, when appropriate, as described herein. Notwithstanding SRO access to student records as described herein, the District shall at all times be in direct control of the use, maintenance, and disclosure of student records in accordance with Education Code section 49076 and other applicable provisions of law (including AB 1266). This includes access to student directory information to the extent permitted by District policy, classroom assignments, attendance records, and discipline files. However, the SRO may not inspect or copy confidential student records outside the scope of the SRO's service, except as allowed by law.</p>	<p>A. The SRO shall be allowed access to student records, when appropriate, as described herein. Notwithstanding SRO access to student records as described herein, the District shall at all times be in direct control of the use, maintenance, and disclosure of student records in accordance with Education Code section 49076 and other applicable provisions of law (including AB 1266). This includes access to student directory information to the extent permitted by District policy, classroom assignments, attendance records, and discipline files. However, the SRO may not inspect or copy confidential student records outside the scope of the SRO's service, except as allowed by law.</p>
<p>B. If confidential student record information is needed in an emergency to protect the health or safety of a student or others, the District may disclose to the SRO information that is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety, the need of the information to meet the emergency situation, and the extent to which time is of the essence, in accordance with Education Code section 49076 and other applicable provisions of law.</p>	<p>B. If confidential student record information is needed in an emergency to protect the health or safety of a student or others, the District may disclose to the SRO information that is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety, the need of the information to meet the emergency situation, and the extent to which time is of the essence, in accordance with Education Code section 49076 and other applicable provisions of law.</p>
<p>C. If confidential student record information is needed by the SRO, but no emergency situation exists, unless paragraph 11(D) applies, the information may be released only upon the issuance of a subpoena, a court order, or authorization of the parent/guardian.</p>	<p>C. If confidential student record information is needed by the SRO, but no emergency situation exists, unless paragraph 11(D) applies, the information may be released only upon the issuance of a subpoena, a court order, or authorization of the parent/guardian.</p>
<p>D. Pursuant to Education Code section 48902, the principal or designee shall notify the SRO of any acts of a student that may violate specified provisions of the Penal Code and Education Code. This may require the disclosure of the student's name or other identifying information to SRO, along with</p>	<p>D. Pursuant to Education Code section 48902, the principal or designee shall notify the SRO of any acts of a student that may violate specified provisions of the Penal Code and Education Code. This may require the disclosure of the student's name or other identifying information to SRO, along with</p>

information related to underlying offense.	information related to underlying offense.
E. The District shall conduct an annual audit of information-sharing practices to ensure compliance with privacy laws and regulations, included in its annual program evaluation.	E. The District shall conduct an annual audit of information-sharing practices to ensure compliance with privacy laws and regulations, included in its annual program evaluation.
<b>14. COSTS</b>	
The Parties agree to discuss and negotiate cost sharing associated with the operation of the SRO program.  The Parties jointly estimate that the SRPD's costs are one million, eight hundred thousand (\$1.8M) dollars annually and equipment start-up costs of four hundred thousand (\$400K) dollars; and the District costs are <b>[include staff costs to run this program]</b> .	The Parties agree to discuss and negotiate cost sharing associated with the operation of the SRO program.  The Parties jointly estimate that the SRPD's costs are one million, eight hundred thousand dollars (\$1.8M) annually and equipment start-up costs of four hundred thousand dollars (\$400K); and the District costs are <b>[include staff costs to run this program]</b> .
<b>15. INDEMNIFICATION</b>	
A. The District shall indemnify, defend, and hold harmless the City, its officers, agents and employees from and against any and all claims, losses, liabilities or damages, demands and actions, including payment of reasonable attorney's fees, arising out of or resulting from the performance of this Agreement, caused in whole by any negligent or willful act or omission of the District, its officers, agents, employees, or anyone directly or indirectly acting on behalf of the District.	A. The District shall indemnify, defend, and hold harmless the City, its officers, agents and employees from and against any and all claims, losses, liabilities or damages, demands and actions, including payment of reasonable attorney's fees, arising out of or resulting from the performance of this Agreement, caused in whole by any negligent or willful act or omission of the District, its officers, agents, employees, or anyone directly or indirectly acting on behalf of the District.
B. The City shall indemnify, defend, and hold harmless the District, its officers, agents and employees from and against any and all claims, losses, liabilities or damages, demands and actions, including payment of reasonable attorney's fees, arising out of or resulting from the performance of this Agreement, caused in whole by any negligent or willful act or omission of the City, its officers, agents, employees, or anyone directly or indirectly acting on behalf of the City.	B. The City shall indemnify, defend, and hold harmless the District, its officers, agents and employees from and against any and all claims, losses, liabilities or damages, demands and actions, including payment of reasonable attorney's fees, arising out of or resulting from the performance of this Agreement, caused in whole by any negligent or willful act or omission of the City, its officers, agents, employees, or anyone directly or indirectly acting on behalf of the City.
C. If an indemnifying Party defends or prosecutes any third-party claim, the indemnified Party will reasonably cooperate	C. If an indemnifying Party defends or prosecutes any third-party claim, the indemnified Party will reasonably cooperate

<p>in the defense or prosecution thereof and will furnish such records, information and testimony, provide such witnesses and attend such conferences, discovery proceedings, hearings, trials and appeals as may be reasonably requested in connection with such the third-party claim. Such cooperation will include access during normal business hours afforded to the indemnifying Party to, and reasonable retention by the indemnified Party of, records and information that are reasonably relevant to such third party claim, and making the indemnified Party and its employees and agents available on a mutually convenient basis to provide additional information and explanation of any material provided hereunder.</p>	<p>in the defense or prosecution thereof and will furnish such records, information and testimony, provide such witnesses and attend such conferences, discovery proceedings, hearings, trials and appeals as may be reasonably requested in connection with such the third-party claim. Such cooperation will include access during normal business hours afforded to the indemnifying Party to, and reasonable retention by the indemnified Party of, records and information that are reasonably relevant to such third party claim, and making the indemnified Party and its employees and agents available on a mutually convenient basis to provide additional information and explanation of any material provided hereunder.</p>
<p>D. It is the intention of the District and City that, where fault is determined to have been contributory, principles of comparative fault will be followed and each Party shall bear the proportionate cost of any damage attributable to the fault of that Party, its officers, directors, agents, employees, volunteers, subcontractors, and governing board.</p>	<p>D. It is the intention of the District and City that, where fault is determined to have been contributory, principles of comparative fault will be followed and each Party shall bear the proportionate cost of any damage attributable to the fault of that Party, its officers, directors, agents, employees, volunteers, subcontractors, and governing board.</p>
<p><b>16. INSURANCE</b></p>	
<p>A. Both Parties shall maintain in force, at all times during the performance of this Agreement, a policy of insurance covering all of its operations (including public liability and property damage), with not less than \$1,000,000.00 single limit liability and motor vehicle insurance, covering all motor vehicles (whether or not owned) used in providing services under this Agreement with a combined single limit of not less than \$1,000,000.00.</p>	<p>A. Both Parties shall maintain in force, at all times during the performance of this Agreement, a policy of insurance covering all of its operations (including public liability and property damage), with not less than \$1,000,000.00 single limit liability and motor vehicle insurance, covering all motor vehicles (whether or not owned) used in providing services under this Agreement with a combined single limit of not less than \$1,000,000.00.</p>
<p>B. Notice in writing shall be given at least 30 days in advance of cancellation, reduction in coverage limit, or intended non-renewal of any policy. Insurance shall be provided by a company authorized by the law to transact insurance business in the State of California.</p>	<p>B. Notice in writing shall be given at least 30 days in advance of cancellation, reduction in coverage limit, or intended non-renewal of any policy. Insurance shall be provided by a company authorized by the law to transact insurance business in the State of California.</p>
<p>C. Policies shall also be enforced to provide such insurance as primary insurance and that</p>	<p>C. Policies shall also be enforced to provide such insurance as primary insurance and that</p>

<p>no insurance of an additional insured shall be called on to contribute to a loss covered by insurance. Any insurance required of either party to this Agreement may be provided by a plan of self-insurance and/or a public entity risk-sharing agreement at the option of the party.</p>	<p>no insurance of an additional insured shall be called on to contribute to a loss covered by insurance. Any insurance required of either party to this Agreement may be provided by a plan of self-insurance and/or a public entity risk-sharing agreement at the option of the party.</p>
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**17. WORKERS' COMPENSATION**

<p>The City certifies that they are aware of the provisions of the Labor Code of the State of California which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and further certify that the City will comply with such provisions before commencing performance under this Agreement.</p>	<p>The City certifies that they are aware of the provisions of the Labor Code of the State of California which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and further certify that the City will comply with such provisions before commencing performance under this Agreement.</p>
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**18. NOTICE**

<p>Each of the Parties to this Agreement shall immediately notify the other of any litigation or claim asserted by or against either party regarding this Agreement. With the exception of claims or actions against one another, each Party will reasonably cooperate in the defense of claims or actions against either Party arising under this Agreement or legal challenges brought as to the validity of the Agreement.</p> <p>All notices relating to this Agreement to the District shall be made to:</p> <p>Santa Rosa City Schools District:  Santa Rosa City Schools  District Superintendent  110 Stony Point Road, Ste. 210  Santa Rosa, CA 95401  Telephone (707) 890-3800</p> <p>And SRPD shall be made to:</p> <p>Santa Rosa Police Department  Chief of Police  965 Sonoma Ave.,  Santa Rosa, CA 95401</p>	<p>Each of the Parties to this Agreement shall immediately notify the other of any litigation or claim asserted by or against either party regarding this Agreement. With the exception of claims or actions against one another, each Party will reasonably cooperate in the defense of claims or actions against either Party arising under this Agreement or legal challenges brought as to the validity of the Agreement.</p> <p>All notices relating to this Agreement to the District shall be made to:</p> <p>Santa Rosa City Schools District:  Santa Rosa City Schools  District Superintendent  110 Stony Point Road, Ste. 210  Santa Rosa, CA 95401  Telephone (707) 890-3800</p> <p>And SRPD shall be made to:</p> <p>Santa Rosa Police Department  Chief of Police  965 Sonoma Ave.,  Santa Rosa, CA 95401</p>
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<p>Telephone (707) 543-3600</p> <p>All notices shall be in writing. Notices delivered by person are effective immediately, and shall be delivered during business hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding legal holidays. Notices delivered by mail are effective upon posting, but any time to respond under this Agreement or established by statute or ordinance shall be extended by five (5) calendar days.</p>	<p>Telephone (707) 543-3600</p> <p>All notices shall be in writing. Notices delivered by person are effective immediately and shall be delivered during business hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding legal holidays. Notices delivered by mail are effective upon posting, but any time to respond under this Agreement or established by statute or ordinance shall be extended by five (5) calendar days.</p>
<p><b>19. NON-DISCRIMINATION</b></p>	
<p>Neither the District nor the City shall discriminate because of race, color, ancestry, national origin, religion, creed, disability, marital status, age, military and veteran status, gender or sex against any person by refusing any person a privilege offered to or engaged by the general public.</p>	<p>Neither the District nor the City shall discriminate because of race, color, ancestry, national origin, religion, creed, disability, marital status, age, military and veteran status, gender or sex against any person by refusing any person a privilege offered to or engaged by the general public.</p>
<p><b>20. INTEGRATION</b></p>	
<p>This Agreement represents the entire and integrated agreement between the Parties. It is expressly agreed that all the terms and conditions of this Agreement are included herein and no verbal agreements of any kind shall be binding upon the Parties. As used herein, Agreement refers to and includes any documents incorporated herein by reference and any exhibits or attachments. This Agreement supersedes and merges all previous understandings, and all other agreements, written or oral, between the parties and sets forth the understanding of the Parties regarding the subject matter thereof. The Agreement may not be modified except by a written document signed by an authorized representative from both parties.</p>	<p>This Agreement represents the entire and integrated agreement between the Parties. It is expressly agreed that all the terms and conditions of this Agreement are included herein and no verbal agreements of any kind shall be binding upon the Parties. As used herein, Agreement refers to and includes any documents incorporated herein by reference and any exhibits or attachments. This Agreement supersedes and merges all previous understandings, and all other agreements, written or oral, between the parties and sets forth the understanding of the Parties regarding the subject matter thereof. The Agreement may not be modified except by a written document signed by an authorized representative from both parties.</p>
<p><b>21. HEADINGS</b></p>	
<p>The heading titles for each paragraph of this Agreement are included only as a guide to the contents and are not to be considered as controlling or restricting of the Agreement.</p>	<p>The heading titles for each paragraph of this Agreement are included only as a guide to the contents and are not to be considered as controlling or restricting of the Agreement.</p>
<p><b>22. GOVERNING LAW, JURISDICTION, AND VENUE</b></p>	

<p>The interpretation, validity, and enforcement of this Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any suit, claim, or legal proceeding of any item related to this Agreement shall be filed and heard in a court of competent jurisdiction in the County of Sonoma.</p>	<p>The interpretation, validity, and enforcement of this Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any suit, claim, or legal proceeding of any item related to this Agreement shall be filed and heard in a court of competent jurisdiction in the County of Sonoma.</p>
<p><b>23. ASSIGNMENT AND DELEGATION</b></p>	
<p>This Agreement may not be assigned or otherwise transferred by either party hereto without the prior written consent of the other Party.</p>	<p>This Agreement may not be assigned or otherwise transferred by either party hereto without the prior written consent of the other Party.</p>
<p><b>24. MODIFICATIONS</b></p>	
<p>This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by both Parties.</p>	<p>This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by both Parties.</p>
<p><b>25. WAIVERS</b></p>	
<p>Waiver of a breach or default under this Agreement shall not constitute a continuing waiver or of a subsequent breach of the same or any other provision of this Agreement.</p>	<p>Waiver of a breach or default under this Agreement shall not constitute a continuing waiver or of a subsequent breach of the same or any other provision of this Agreement.</p>
<p><b>26. CONFLICTS</b></p>	
<p>If any conflicts arise between the terms and conditions of this Agreement and the terms and conditions of the attached exhibits or any documents expressly incorporated, the terms and conditions of this Agreement shall control.</p>	<p>If any conflicts arise between the terms and conditions of this Agreement and the terms and conditions of the attached exhibits or any documents expressly incorporated, the terms and conditions of this Agreement shall control.</p>
<p><b>27. SEVERABILITY</b></p>	
<p>If a court of competent jurisdiction holds any provision of this Agreement to be illegal, unenforceable, or invalid in whole or in part for any reason, the validity and enforceability of the remaining provisions, or portions of them, will not be affected, unless an essential purpose of this Agreement would be defeated by the loss of the illegal, unenforceable, or invalid provision.</p>	<p>If a court of competent jurisdiction holds any provision of this Agreement to be illegal, unenforceable, or invalid in whole or in part for any reason, the validity and enforceability of the remaining provisions, or portions of them, will not be affected, unless an essential purpose of this Agreement would be defeated by the loss of the illegal, unenforceable, or invalid provision.</p>
<p><b>28. SIGNATURES</b></p>	

The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the District and the City. This Agreement shall ensure to the benefit of and be binding upon the parties hereto ruled their respective successors and assigns.

The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the District and the City. This Agreement shall ensure to the benefit of and be binding upon the parties hereto ruled their respective successors and assigns.

**29. COUNTERPARTS**

This Agreement may be signed in counterparts, each of which shall be deemed to be an original. The Parties agree that the digital signatures of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Any digital signature shall have the same legal validity and enforceability as a manually executed signature or use of a paper-based recordkeeping system to the fullest extent permitted by applicable law

This Agreement may be signed in counterparts, each of which shall be deemed to be an original. The Parties agree that the digital signatures of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Any digital signature shall have the same legal validity and enforceability as a manually executed signature or use of a paper-based record keeping system to the fullest extent permitted by applicable law.

**AGREEMENT FOR SCHOOL RESOURCE OFFICERS  
BETWEEN  
CITY OF SANTA ROSA  
AND  
SANTA ROSA CITY SCHOOLS DISTRICT**

This Agreement is made and entered into by and between the City of Santa Rosa ("City") and Santa Rosa City Schools District ("District"). The City and the District may be collectively referred to herein as the "Parties."

**RECITALS**

Whereas, the Parties recognize that keeping students in school and out of the criminal justice system is a shared priority; and

Whereas, the purpose of a School Resource Officer (SRO) program is to preserve our educational environments as safe zones conducive to learning and growth; and

Whereas, the Parties agree that law enforcement activity against a student is a last resort after all other interventions have been exhausted; and

Whereas, the Parties agree that they will work together to prioritize restorative justice practices and community-based interventions over punitive and criminal consequences; and

Whereas, the Parties desire to pilot a School Resource Officer (SRO) program that rebuilds trust and builds healthy and positive collaboration between students and the Police Department in the school community; and

Whereas, the Parties agree to pilot the placement of five (5) SROs and one (1) SRO Sergeant into service with the Santa Rosa City Schools (SRCS) District.

**NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND CONDITIONS IDENTIFIED HEREIN, THE CITY AND THE DISTRICT AGREE AS FOLLOWS:**

**1. PURPOSE AND SCOPE**

The purpose of this Agreement is to set forth guidelines between the Santa Rosa Police Department and Santa Rosa City Schools in the pilot of the School Resource Officer (SRO) Program. The goal is to ensure a common understanding between the police department and school district regarding their respective roles and responsibilities in addressing and preventing racialized disproportionality in discipline and criminal consequences, ensuring the partnership fosters equity, maintains safe schools, promotes a positive school climate, and supports educational opportunities for all students.

This Agreement does not establish an employer-employee relationship between the District and the City of Santa Rosa or its personnel, it being understood that the City and District shall act

hereunder as independent contractors. Neither party is the agent nor the employee of the other in any capacity whatsoever, and neither party shall be liable for any acts or omissions by the other nor for any obligations or liabilities incurred by the other Party.

In particular this Agreement is intended to establish a procedural and programmatic working relationship between the City and the District for the development and implementation of the SRO Program.

Additionally, the school district and police department share the goal of reducing criminal consequences for school behavioral issues for all students when possible, and further emphasize school environments which promote intellectual development and personal growth for all students.

## **2. TERM**

The term of this Agreement shall commence on the date it is ratified and signed by both parties and shall continue through June 30, 2028, with an annual evaluation as outlined in Section 10 of this MOU.

Either party may terminate this AGREEMENT at their own convenience upon 30-day written notice to the other party.

## **SRPD ROLES AND RESPONSIBILITIES UNDER THIS AGREEMENT**

### **3. SELECTION AND ASSIGNMENT OF SRO(s)**

The Police Department agrees to provide one uniformed police officer (SRO) at each of the five (5) main high schools in the Santa Rosa City Schools District. While the SROs will be primarily based at each of the (5) high schools, they shall be available when feasible to assist the continuation of high school and middle schools, as well as other attendance area schools as part of their duties.

The SRO(s) shall remain employees of the Police Department and shall not be employees of Santa Rosa City Schools. This Agreement acknowledges that the SRO(s) will remain responsive to the command of the Police Department. However, while acting in the capacity of an SRO, the SRO(s) shall take direction from the Superintendent or designee with the exception that, while in the performance of law enforcement duties, the SRO will follow protocols established by the Police Department and its Chief. The Parties agree to jointly draft and implement protocols to ensure clear and collaborative decision-making for SRO assignments and daily activities, and conflict resolution mechanisms in the event of a disagreement between school administrators and SROs or between the Police Department and the District.

The SRO's schedule shall be determined by and between the Chief and the Superintendent or designee, with the intent that the work schedule of the SRO is aligned with the school calendar.

SROs shall be selected by SRPD, with input from the District, utilizing a process that includes an oral interview and consideration of prior duty performance. A District representative will be part

of the selection panel, as an advisory member, and provide feedback on the oral board questions. In the event of a disagreement between the SRPD and the District about the choice of an SRO, the District shall have the ultimate decision about who serves in this position on their school sites.

#### **4. ROLE AND RESPONSIBILITIES OF SROs**

- A. The SROs, under the supervision of the Santa Rosa Police Department (SRPD), shall present a positive image of the law enforcement profession and perform law enforcement duties on school campuses during the school year.
- B. Foster relationships and respect for the civil and legal rights of students.
- C. Provide students with a better understanding of the nature and function of law enforcement by providing classroom presentations, as requested.
- D. When appropriate, be a resource for students, parents/guardians and staff. Resources should use a trauma-informed and culturally responsive approach and can include hosting educational and social programs to support student, family and community needs in collaboration with multidisciplinary professionals and CBOs.
- E. Provide technical assistance to school administrators on emergency preparedness and planning.
- F. Investigate and question minor students in the presence of their parent or guardian regarding offenses related to incidents occurring at the school, as outlined under Education Code, or State law.
- G. Only detain or take into physical custody those individuals for whom there is reasonable suspicion or probable cause that a criminal offense has been committed, or when other safety factors exist or are present, in accordance with State law and Education Code. When taking students into custody, SROs shall take all possible measures to do so outside of the presence of their peers and teachers.
- H. SROs are responsible for dealing with criminal law issues and shall leave to the certificated administrators of each school the responsibility for student discipline and decisions regarding the imposition of discipline for students enrolled at their campus. SROs understand that the District must undergo administrative investigations related to any disciplinary matter whether or not there is reasonable suspicion or probable cause that a crime has been committed. SROs will not interfere with District investigations for disciplinary purposes.
- I. Attend administrative meetings, as requested by District administration.
- J. Provide security for sporting events, school functions and graduation events, at District request.
- K. Investigate crimes that occur on school campuses and deter criminal activity. Pursuant to Paragraph H, SROs understand that any criminal investigation must work parallel to and can not interfere with administrative investigation for disciplinary purposes.
- L. Work collaboratively with school administrators to implement intervention options for minor criminal offenses, where appropriate for the child, including diversion programs, mental health resources and pro-social services, and perform duties consistent with Procedural Justice concepts.
- M. At a minimum, participate in the quarterly reporting requirements and annual presentation of progress toward program goals and objectives. The purpose of these reports and presentations is to review policies, provide training, assess incident and

interactions data, update or report on measurable goals as determined, and debrief significant incidents.

- N. SROs shall make every effort to coordinate with school administration when serving warrants on District property to minimize disruption to the educational environment. Recognizing the jurisdictional authority and legal obligations of SROs as sworn law enforcement officers, they must fulfill their duties, including serving warrants. Except in emergency situations or where immediate action is necessary to ensure safety, SROs should avoid serving warrants during school hours and, when possible, should serve warrants in a manner that respects the school's operations and the privacy of students and staff.
- O. Make appropriate adjustments to the program based on report findings.

## **5. SROs – ADMINISTRATIVE DISCIPLINE - GRADUATED RESPONSE MODEL**

SRCS and the SROs will utilize the following graduated response model, which provides the progression of consequences for continued minor student misconduct. As such, students in need receive appropriate redirection and support from in-school and community resources prior to the consideration of SRO involvement or court referral. The Parties agree that SRO involvement is limited to situations where there is a clear and present danger or where the Superintendent or her designee has determined that other interventions have failed. The Parties also agree that they will undertake quarterly reviews of the model's effectiveness and its impact on students, with a particular focus on students who experience disproportionate criminal justice consequences and will adjust the model based on this review.

**Classroom Intervention** - The classroom teacher plays a prominent role in guiding, developing and reinforcing appropriate student conduct and is acknowledged as the first line in implementing the school discipline code. As such, this model begins with a range of tiered classroom management techniques that must be implemented prior to any other sanctions or interventions. Classroom intervention is managed by the teacher for behaviors that are passive and non-threatening such as dress code violations and violations of classroom rules. SROs should not be involved at this level. Classroom intervention options might include redirection, re-teaching, school climate initiatives, referrals to school resources, referrals to outside resources, moving seats, and restorative practices. The teacher should initiate parental/guardian contact.

**School Administration Intervention** - Classroom interventions are supported by school administrators and other school staff who address more serious or repetitive behaviors and behaviors both in school and outside of the classroom. Tiered administration intervention options, guided by Education Code, will follow district Proactive and Responsive Behavioral Support Guidelines which may include referrals to school and community resources, restorative responses, and parent/guardian support.

**Assessment and Service Provision** - When the behavior and needs of the student warrant an assessment process and intervention, the use of school services may be appropriate. This intervention is managed by the school administrator or a student assistance team. Repetitive truancy or defiance of school rules, and behaviors that interfere with others such as vandalism or harassment may be examples that belong at this level as well as students in need who would

benefit from service provision. Tiered assessment and service intervention options should include any classroom or school administration interventions and might include referral to school and community resources, restorative services, diversion programs, harm reduction, and in severe circumstances suspension, expulsion or referral to court. Truant behavior should not lead to an out-of-school option.

**Law Enforcement Involvement in Prevention and Intervention** - When deemed appropriate within California Education Code and the California Penal Code, the administration may include an SRO for early student intervention. This intervention is discussed between the administration and the SRO, and options may include, but not be limited to, conference with the student, parents/guardians, teachers and/or others; referral to a restorative program and/or community agencies. This intervention shall be conducted in a culturally sensitive manner, ensuring effective communication and respecting each family's immigration status, primary language, and cultural background, along with other culturally responsive considerations.

## **6. ROLE OF SRO SUPERVISING SERGEANT**

- A. Meet and confer on a regular basis with a representative designated by SRCS to discuss the implementation and ongoing management of the SRO program.
- B. The SRO Supervising Sergeant or Chief of Police will conduct annual performance personnel evaluations of SROs, documenting and outlying their performance. The Superintendent and school administrators shall be invited to submit comments to be included in the annual performance personnel evaluation, tied to the goals of the program. Students and other school community members are encouraged to provide feedback regarding the performance of school resource officers. All feedback will be reviewed and verified by the administration before being considered in the annual performance evaluation, ensuring that the officers' due process rights are upheld and that evaluations are fair and accurate.
- C. The Parties agree that they will jointly draft and release a complaint process notice to the school community. In conjunction with an SRCS representative, review complaints submitted to school sites and/or the District that are brought forward by staff, students, parents/guardians, or the public regarding an SRO's performance within the context of an educational school setting, further outlined below:

Upon receipt of any complaint that could adversely affect the ability of an SRO to properly conduct his or her duties as an SRO, the Chief of Police or designee will review the complaint to determine if any immediate personnel action must be taken. Based on the nature of the complaint, and in order to ensure the safety and wellbeing of the school, the Chief of Police may remove the SRO from his/her assigned school. The Chief of Police or designee will notify the Superintendent of such action. SRPD will investigate the complaint in accordance with the department's policies and procedures to ensure a thorough investigation of the complaint. SRPD will meet quarterly with a representative from the District to review aggregate data on SRO complaints and dispositions. Information provided to the Superintendent regarding the complaint will be in accordance with sections 832.5 and 832.7 of the California Penal Code, and with the Public Safety Officers Procedural Bill of Rights Act.

## **7. SCHOOL RESOURCE OFFICER TRAINING**

The SRO shall receive such training as is necessary to permit the SRO to effectively advance the school's educational mission in the context of his or her duties as SRO. Training topics, goals, and objectives shall be determined jointly by representatives of SRCS and SRPD. Training shall be provided in the following areas:

- A. SROs will receive specific school related training from a California Police Officer Standards and Training (P.O.S.T.) approved (or equivalent) training course.
- B. Crisis Intervention Training (C.I.T.) or its equivalent (response to persons suffering a from mental health crisis).
- C. SROs will seek to establish and maintain information regarding national and regional best practices from SRO training conferences.
- D. SROs shall receive SRPD-provided training on topics to include how to work with youth, implicit bias, de-escalation, harm reduction, impacts of restraint and seclusion on disabled students, juvenile investigations, diversity, inclusion and equity, including harm reduction to LGBTQIA+ students.
- E. Additionally, SROs shall receive District-provided trainings, in cooperation with District administrators. This may include plans for professional development and training specific to SRCS. Such training may include restorative justice and trauma -informed practices, child and adolescent development, special education laws, and school mental health, immigration implications related to criminal consequences and impacts on student and family safety and stability. Additional job-related training will be provided as needed.

## **8. UNIFORM AND EQUIPMENT**

All uniforms and equipment necessary to serve as an active SRO within the school district shall be provided by the Police Department. The SROs will wear Class B uniforms when on-duty during school hours. Each SRO will carry a Police Department-approved duty firearm and other Police Department-issued equipment. The SRO(s) are responsible for carrying such equipment or otherwise storing and securing such equipment, including firearms and ammunition, in accordance with Police Department protocols. In no event shall such firearms or ammunition be stored in a school building. Such duty firearm and other equipment shall only be used when law enforcement intervention is necessary and then shall only be used in accordance with the policies and standards of the Police Department and applicable law.

SROs, with approval from their Sergeant, may take efforts to "soften" their uniform appearance on campus under certain circumstances (i.e., School rallies, informal teaching days, and other miscellaneous school activities), but with clearly identifiable police badge and department issued clothing. It is important that SROs maintain their regular uniform attire during the performance of their duties as their identification during times of emergency are critical to overall school safety.

Body-worn recording equipment shall not be turned on by the SRO while acting in the capacity of an SRO with respect to educational responsibilities or typical interactions with students, staff, or other members of the public in the school setting. The SRO will use body-worn recording equipment only when acting in a law enforcement capacity and as required by Police Department

policy and in accordance with applicable law and guidelines. The Police Department and the Superintendent shall jointly set expectations and follow the dispute resolution process to be jointly drafted and implemented pursuant to Section 6. C., above, to resolve any disputes in this area.

## **9. ARREST OF STUDENTS ON CAMPUS**

- A. School Principal or administrator shall be consulted by an SRO prior to a student being taken into custody on campus where practicable or absent any immediate safety concerns.
- B. Outside emergency circumstances, school administrators and SRO(s) should work collaboratively to facilitate when and where an arrest of a student is to be made on campus.
- C. SROs should prioritize the safety and well-being of all students and staff on campus during their actions in such incidents, being mindful of bias and the impacts on marginalized students. Whenever possible, they shall work to ensure that other students and District staff who are not directly involved in the situation do not witness the arrest.
- D. If a student is removed from school into the custody of law enforcement, the principal or designee shall immediately notify the parent/guardian or responsible relative regarding the student's release and the place to which he/she is reportedly being taken, except when the minor has been taken into custody as a victim of suspected child abuse. (Education Code 48906).
- E. SRO's shall consider the impact of restraint practices when determining the need to handcuff or restrain a student. Considerations may include whether there is clear and present danger for the student and/or others.

## **10. PROGRAM ASSESSMENT**

The School Resource Officer Program and partnership with Santa Rosa City Schools will be assessed annually, informed by quarterly reports, at the conclusion of the school year. The evaluation will be conducted jointly between SRPD and SRCS, and may include a third party evaluator and other stakeholders, including students, parents, and community members. The following areas will be used to help evaluate the program:

- A. Success of established goals and objects. (refer to section 4.M)
- B. Police-community contacts (interactions, demographic data of children involved in all contacts, incidents, citations, arrests, community and school outreach activities, etc.).
- C. Student, Staff, and Parent/Guardian feedback in multiple forms, including a community forum, utilizing a design-to-the-margins framework for outreach.
- D. Any new modifications discussed between SRPD and SRCS to the existing Memorandum of Understanding.
- E. Annual evaluation will be shared in a public facing dashboard, and available in languages required by law (e.g., English, Spanish), as well as in print at public meetings.
- F. Listening sessions with students, including students who have experienced police contact.

## **11. LAW ENFORCEMENT RECORDS AND INFORMATION SHARING**

Pursuant to Welfare and Institutions Code sections 827, 828.1 and 828.3, certain law enforcement records, probation reports and juvenile case file information may be provided to the

District Superintendent or his/her designee. In addition to providing such information directly to the District Superintendent, the SRO may provide such information to the principal of the school in which a minor student is enrolled and the principal shall be a designee of the Superintendent for the receipt of such information.

## **SRCS ROLES AND RESPONSIBILITIES UNDER THIS AGREEMENT**

### **12. SANTA ROSA SCHOOL DISTRICT SHALL:**

- A. Meet and confer on a regular basis with an SRPD designated representative to discuss the implementation and ongoing management of the SRO Program; and
- B. Provide office space and furnishings, including an assigned telephone extension, for each SRO.
- C. Maintain an anonymous complaint process at each site where an SRO is present.
- D. Upon receipt of any complaint regarding an SRO, the District will notify the Chief of Police, or their designee to share the details of the complaint as outlined in this MOU above.
- E. The District shall have the right to request, after consultation and collaboration with SRPD, that an SRO be removed from their specific assignment.

### **13. SRCS STUDENT RECORDS AND INFORMATION SHARING**

- A. The SRO shall be allowed access to student records, when appropriate, as described herein. Notwithstanding SRO access to student records as described herein, the District shall at all times be in direct control of the use, maintenance, and disclosure of student records in accordance with Education Code section 49076 and other applicable provisions of law (including AB 1266). This includes access to student directory information to the extent permitted by District policy, classroom assignments, attendance records, and discipline files. However, the SRO may not inspect or copy confidential student records outside the scope of the SRO's service, except as allowed by law.
- B. If confidential student record information is needed in an emergency to protect the health or safety of a student or others, the District may disclose to the SRO information that is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety, the need of the information to meet the emergency situation, and the extent to which time is of the essence, in accordance with Education Code section 49076 and other applicable provisions of law.
- C. If confidential student record information is needed by the SRO, but no emergency situation exists, unless paragraph 11(D) applies, the information may be released only upon the issuance of a subpoena, a court order, or authorization of the parent/guardian.
- D. Pursuant to Education Code section 48902, the principal or designee shall notify the SRO of any acts of a student that may violate specified provisions of the Penal Code and Education Code. This may require the disclosure of the student's name or other identifying information to SRO, along with information related to underlying offense.
- E. The District shall conduct an annual audit of information-sharing practices to ensure compliance with privacy laws and regulations, included in its annual program evaluation.

#### **14. COSTS**

The Parties agree to discuss and negotiate cost sharing associated with the operation of the SRO program. The Parties jointly estimate that the SRPD's costs are one million, eight hundred thousand (\$1.8M) dollars annually and equipment start-up costs of four hundred thousand (\$400K) dollars; and the District costs are [include staff costs to run this program]. The Parties jointly estimate that the SRPD's costs are one million, eight hundred thousand (\$1.8M) dollars annually and equipment start-up costs of four hundred thousand (\$400K) dollars; and the District costs are [include staff costs to run this program].

#### **15. INDEMNIFICATION**

- A. The District shall indemnify, defend, and hold harmless the City, its officers, agents and employees from and against any and all claims, losses, liabilities or damages, demands and actions, including payment of reasonable attorney's fees, arising out of or resulting from the performance of this Agreement, caused in whole by any negligent or willful act or omission of the District, its officers, agents, employees, or anyone directly or indirectly acting on behalf of the District.
- B. The City shall indemnify, defend, and hold harmless the District, its officers, agents and employees from and against any and all claims, losses, liabilities or damages, demands and actions, including payment of reasonable attorney's fees, arising out of or resulting from the performance of this Agreement, caused in whole by any negligent or willful act or omission of the City, its officers, agents, employees, or anyone directly or indirectly acting on behalf of the City.
- C. If an indemnifying Party defends or prosecutes any third-party claim, the indemnified Party will reasonably cooperate in the defense or prosecution thereof and will furnish such records, information and testimony, provide such witnesses and attend such conferences, discovery proceedings, hearings, trials and appeals as may be reasonably requested in connection with such the third-party claim. Such cooperation will include access during normal business hours afforded to the indemnifying Party to, and reasonable retention by the indemnified Party of, records and information that are reasonably relevant to such third party claim, and making the indemnified Party and its employees and agents available on a mutually convenient basis to provide additional information and explanation of any material provided hereunder.
- D. It is the intention of the District and City that, where fault is determined to have been contributory, principles of comparative fault will be followed and each Party shall bear the proportionate cost of any damage attributable to the fault of that Party, its officers, directors, agents, employees, volunteers, subcontractors, and governing board.

#### **16. INSURANCE**

- A. Both Parties shall maintain in force, at all times during the performance of this Agreement, a policy of insurance covering all of its operations (including public liability and property damage), with not less than \$1,000,000.00 single limit liability and motor vehicle insurance, covering all motor vehicles (whether or not owned) used in providing services under this Agreement with a combined single limit of not less than \$1,000,000.00.

- B. Notice in writing shall be given at least 30 days in advance of cancellation, reduction in coverage limit, or intended non-renewal of any policy. Insurance shall be provided by a company authorized by the law to transact insurance business in the State of California.
- C. Policies shall also be enforced to provide such insurance as primary insurance and that no insurance of an additional insured shall be called on to contribute to a loss covered by insurance. Any insurance required of either party to this Agreement may be provided by a plan of self-insurance and/or a public entity risk-sharing agreement at the option of the party.

## **17. WORKERS' COMPENSATION**

The City certifies that they are aware of the provisions of the Labor Code of the State of California which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and further certify that the City will comply with such provisions before commencing performance under this Agreement.

## **18. NOTICE**

Each of the Parties to this Agreement shall immediately notify the other of any litigation or claim asserted by or against either party regarding this Agreement. With the exception of claims or actions against one another, each Party will reasonably cooperate in the defense of claims or actions against either Party arising under this Agreement or legal challenges brought as to the validity of the Agreement.

All notices relating to this Agreement to the District shall be made to:

### **Santa Rosa City Schools District:**

Santa Rosa City Schools  
District Superintendent  
110 Stony Point Road, Ste. 210  
Santa Rosa, CA 95401  
Telephone (707) 890-3800

### **And SRPD shall be made to:**

Santa Rosa Police Department  
Chief of Police  
965 Sonoma Ave.,  
Santa Rosa, CA 95401  
Telephone (707) 543-3600

All notices shall be in writing. Notices delivered by person are effective immediately, and shall be delivered during business hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding legal holidays. Notices delivered by mail are effective upon posting, but any time to respond under this Agreement or established by statute or ordinance shall be extended by five (5) calendar days.

## **19. NON-DISCRIMINATION**

Neither the District nor the City shall discriminate because of race, color, ancestry, national origin, religion, creed, disability, marital status, age, military and veteran status, gender or sex against any person by refusing any person a privilege offered to or engaged by the general public.

## **20. INTEGRATION**

This Agreement represents the entire and integrated agreement between the Parties. It is expressly agreed that all the terms and conditions of this Agreement are included herein and no verbal agreements of any kind shall be binding upon the Parties. As used herein, Agreement refers to and includes any documents incorporated herein by reference and any exhibits or attachments. This Agreement supersedes and merges all previous understandings, and all other agreements, written or oral, between the parties and sets forth the understanding of the Parties regarding the subject matter thereof. The Agreement may not be modified except by a written document signed by an authorized representative from both parties.

## **21. HEADINGS**

The heading titles for each paragraph of this Agreement are included only as a guide to the contents and are not to be considered as controlling or restricting of the Agreement.

## **22. GOVERNING LAW, JURISDICTION, AND VENUE**

The interpretation, validity, and enforcement of this Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any suit, claim, or legal proceeding of any item related to this Agreement shall be filed and heard in a court of competent jurisdiction in the County of Sonoma.

## **23. ASSIGNMENT AND DELEGATION**

This Agreement may not be assigned or otherwise transferred by either party hereto without the prior written consent of the other Party.

## **24. MODIFICATIONS**

This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by both Parties.

## **25. WAIVERS**

Waiver of a breach or default under this Agreement shall not constitute a continuing waiver or of a subsequent breach of the same or any other provision of this Agreement.

## **26. CONFLICTS**

If any conflicts arise between the terms and conditions of this Agreement and the terms and conditions of the attached exhibits or any documents expressly incorporated, the terms and conditions of this Agreement shall control.



**AGREEMENT FOR SCHOOL RESOURCE OFFICERS  
BETWEEN  
CITY OF SANTA ROSA  
AND  
SANTA ROSA CITY SCHOOLS DISTRICT**

This Agreement is made and entered into by and between the City of Santa Rosa ("City") and Santa Rosa City Schools District ("District"). The City and the District may be collectively referred to herein as the "Parties."

**RECITALS**

Whereas, the Parties recognize that keeping students in school and out of the criminal justice system is a shared priority; and

Whereas, the purpose of a School Resource Officer (SRO) program is to preserve our educational environments as safe zones conducive to learning and growth; and

Whereas, the Parties wish to implement a pilot School Resource Officer (SRO) program aimed at fostering trust and cultivating a healthy, positive partnership between students and the Police Department within the school community;

Whereas, the Parties agree that they will work together to prioritize restorative justice practices and community-based interventions over punitive and criminal consequences;

Whereas, the Parties agree to pilot the placement of five (5) SROs and one (1) SRO Sergeant into service with the Santa Rosa City Schools (SRCS) District.

**NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND CONDITIONS IDENTIFIED HEREIN, THE CITY AND THE DISTRICT AGREE AS FOLLOWS:**

**1. PURPOSE AND SCOPE**

The purpose of this Agreement is to set forth guidelines between the Santa Rosa Police Department and Santa Rosa City Schools in the pilot of the School Resource Officer (SRO) Program. The goal is to ensure a common understanding between the police department and school district regarding their respective roles and responsibilities in addressing and preventing racialized disproportionality in discipline and criminal consequences, ensuring the partnership fosters equity, maintains safe schools, promotes a positive school climate, and supports educational opportunities for all students.

This Agreement does not establish an employer-employee relationship between the District and the City of Santa Rosa or its personnel, it being understood that the City and District shall act hereunder as independent contractors. Neither party is the agent nor the

employee of the other in any capacity whatsoever, and neither party shall be liable for any acts or omissions by the other nor for any obligations or liabilities incurred by the other Party.

In particular this Agreement is intended to establish a procedural and programmatic working relationship between the City and the District for the development and implementation of the SRO Program.

Additionally, the school district and police department share the goal of reducing criminal consequences for school behavioral issues for all students when possible, and further emphasize school environments which promote intellectual development and personal growth for all students.

## **2. TERM**

The term of this Agreement shall begin July 1, 2025, and shall continue through July 1, 2028 with an annual evaluation as outlined in Section 10 of this MOU.

Either party may terminate this AGREEMENT at their own convenience upon 30-day written notice to the other party.

## **SRPD ROLES AND RESPONSIBILITIES UNDER THIS AGREEMENT**

### **3. SELECTION AND ASSIGNMENT OF SRO(s)**

The Police Department agrees to provide one uniformed police officer (SRO) at each of the five (5) main high schools in the Santa Rosa City Schools District. While the SROs will be primarily based at each of the (5) high schools, they shall be available when feasible to assist the continuation of high school and middle schools, as well as other attendance area schools as part of their duties.

The SRO(s) shall remain employees of the Police Department and shall not be employees of Santa Rosa City Schools. This Agreement acknowledges that the SRO(s) will remain responsive to the command of the Police Department. However, while acting in the capacity of an SRO, the SRO(s) shall take direction from the Superintendent or designee with the exception that, while in the performance of law enforcement duties, the SRO will follow protocols established by the Police Department and its Chief. The Parties agree to jointly draft and implement protocols to ensure clear and collaborative decision-making for SRO assignments and daily activities, and conflict resolution mechanisms in the event of a disagreement between school administrators and SROs or between the Police Department and the District.

The SRO's schedule shall be determined by and between the Chief and the Superintendent or designee, with the intent that the work schedule of the SRO is aligned with the school calendar.

SROs shall be selected by SRPD, with input from the District, utilizing a process that includes an oral interview and consideration of prior duty performance. A District representative will be part of the selection panel, as an advisory member, and provide feedback on the oral board questions. In the event of a disagreement between the SRPD and the District about the choice of an SRO, the District shall have the ultimate decision about who serves in this position on their school sites.

#### **4. ROLE AND RESPONSIBILITIES OF SROs**

- A. The SROs, under the supervision of the Santa Rosa Police Department (SRPD), shall present a positive image of the law enforcement profession and perform law enforcement duties on school campuses during the school year.
- B. Foster relationships and respect for the civil and legal rights of students.
- C. Provide students with a better understanding of the nature and function of law enforcement by providing classroom presentations, as requested.
- D. When appropriate, be a resource for students, parents/guardians and staff. Resources should use a trauma-informed and culturally responsive approach and can include hosting educational and social programs to support student, family and community needs in collaboration with multidisciplinary professionals and CBOs.
- E. Provide technical assistance to school administrators on emergency preparedness and planning.
- F. Investigate and question minor students in the presence of their parent or guardian regarding offenses related to incidents occurring at the school and/or outside of school, as outlined under Education Code, or State law.
- G. Detain or take into physical custody those individuals for whom there is reasonable suspicion or probable cause that a criminal offense has been committed, or when other safety factors exist or are present, in accordance with State law and Education Code. When taking students into custody, SROs shall take all possible measures to do so outside of the presence of their peers and teachers.
- H. SROs are responsible for dealing with criminal law issues and shall leave to the certificated administrators of each school the responsibility for student discipline and decisions regarding the imposition of discipline for students enrolled at their campus.
- I. Attend administrative meetings, as requested by District administration.
- J. Provide security for sporting events, school functions and graduation events, at request.
- K. Investigate crimes that occur on school campuses and deter criminal activity.
- L. Work collaboratively with school administrators to implement intervention options for minor criminal offenses, where appropriate for the child, including diversion programs, mental health resources and pro-social services, and perform duties consistent with Procedural Justice concepts.

- M. At a minimum, participate in the quarterly reporting requirements and annual presentation of progress toward program goals and objectives. The purpose of these reports and presentations is to review policies, provide training, assess incident and interactions data, update or report on measurable goals as determined, and debrief significant incidents.
- N. SROs shall make every effort to coordinate with school administration when serving warrants on District property to minimize disruption to the educational environment. Recognizing the jurisdictional authority and legal obligations of SROs as sworn law enforcement officers, they must fulfill their duties, including serving warrants. Except in emergency situations or where immediate action is necessary to ensure safety, SROs should avoid serving warrants during school hours and, when possible, should serve warrants in a manner that respects the school's operations and the privacy of students and staff.
- O. Make appropriate adjustments to the program based on report findings.

## **5. SROs – ADMINISTRATIVE DISCIPLINE - GRADUATED RESPONSE**

### **MODEL**

SRCS and the SROs will utilize the following graduated response model, which provides the progression of consequences for continued minor student misconduct. As such, students in need receive appropriate redirection and support from in-school and community resources prior to the consideration of SRO involvement or court referral.

**Classroom Intervention** - The classroom teacher plays a prominent role in guiding, developing and reinforcing appropriate student conduct and is acknowledged as the first line in implementing the school discipline code. As such, this model begins with a range of tiered classroom management techniques that should be implemented prior to any other sanctions or interventions. Classroom intervention is managed by the teacher for behaviors that are passive and non-threatening such as dress code violations and violations of classroom rules. SROs should not be involved at this level. Classroom intervention options might include redirection, re-teaching, school climate initiatives, referrals to school resources, referrals to outside resources, moving seats, and restorative practices. The teacher should initiate parental/guardian contact.

**School Administration Intervention** - Classroom interventions are supported by school administrators and other school staff who address more serious or repetitive behaviors and behaviors both in school and outside of the classroom. Tiered administration intervention options, guided by Education Code, will follow district Proactive and Responsive Behavioral Support Guidelines which may include referrals to school and community resources, restorative responses, and parent/guardian support.

**Assessment and Service Provision** - When the behavior and needs of the student warrant an assessment process and intervention, the use of school services may be appropriate. This intervention is managed by the school administrator or a student assistance team. Repetitive truancy or defiance of school rules, and behaviors that interfere with others such as

vandalism or harassment may be examples that belong at this level as well as students in need who would benefit from service provision. Tiered assessment and service intervention options should include any classroom or school administration interventions and might include referral to school and community resources, restorative services, diversion programs, harm reduction, and in severe circumstances suspension, expulsion or referral to court. Truant behavior should not lead to an out-of-school option.

**Law Enforcement Involvement in Prevention and Intervention** - When

deemed appropriate within California Education Code and the California Penal Code, the administration may include an SRO for early student intervention. This intervention is discussed between the administration and the SRO, and options may include, but not be limited to, conference with the student, parents/guardians, teachers and/or others; referral to a restorative program and/or community agencies. This intervention shall be conducted in a culturally sensitive manner, ensuring effective communication and respecting each family's immigration status, primary language, and cultural background, along with other culturally responsive considerations.

**6. ROLE OF SRO SUPERVISING SERGEANT**

A. Meet and confer on a regular basis with a representative designated by SRCS to discuss the implementation and ongoing management of the SRO program.

B. The SRO Supervising Sergeant or Chief of Police will conduct annual performance personnel evaluations of SROs, documenting and outlying their performance. The Superintendent and school administrators shall be invited to submit comments to be included in the annual performance personnel evaluation, tied to the goals of the program. Students and other school community members are encouraged to provide feedback regarding the performance of school resource officers. All feedback will be reviewed and verified by the administration before being considered in the annual performance evaluation, ensuring that the officers' due process rights are upheld and that evaluations are fair and accurate.

C. The Parties agree that they will jointly draft and release a complaint process notice to the school community. In conjunction with an SRCS representative, review complaints submitted to school sites and/or the District that are brought forward by staff, students,

parents/guardians, or the public regarding an SRO's performance within the context of an educational school setting, further outlined below:

Upon receipt of any complaint that could adversely affect the ability of an SRO to properly conduct his or her duties as an SRO, the Chief of Police or designee will review the complaint to determine if any immediate personnel action must be taken. Based on the nature of the complaint, and in order to ensure the safety and wellbeing of the school, the Chief of Police may remove the SRO from his/her

assigned school. The Chief of Police or designee will notify the Superintendent of such action. SRPD will investigate the complaint in accordance with the department's policies and procedures to ensure a thorough investigation of the complaint. SRPD will meet quarterly with a representative from the District to review aggregate data on SRO complaints and dispositions. Information provided to the Superintendent regarding the complaint will be in accordance with sections 832.5 and 832.7 of the California Penal Code, and with the Public Safety Officers Procedural Bill of Rights Act.

## **7. SCHOOL RESOURCE OFFICER TRAINING**

The SRO shall receive such training as is necessary to permit the SRO to effectively advance the school's educational mission in the context of his or her duties as SRO. Training topics, goals, and objectives shall be determined jointly by representatives of SRCS and SRPD. Training shall be provided in the following areas:

- A. SROs will receive specific school related training from a California Police Officer Standards and Training (P.O.S.T.) approved (or equivalent) training course as soon as practicable upon appointment.
- B. Crisis Intervention Training (C.I.T.) or its equivalent (response to persons suffering from mental health crisis).
- C. SROs will seek to establish and maintain information regarding national and regional best practices from SRO training conferences.
- D. SROs shall receive SRPD-provided training on topics to include how to work with youth, implicit bias, de-escalation, harm reduction, impacts of restraint and seclusion on disabled students, juvenile investigations, diversity, inclusion and equity, including harm reduction to LGBTQIA+ students.
- E. Additionally, SROs shall receive District-provided trainings, in cooperation with District administrators. This may include plans for professional development and training specific to SRCS. Such training may include restorative justice and trauma-informed practices, child and adolescent development, special education laws, and school mental health, immigration implications related to criminal consequences and impacts on student and family safety and stability. Additional job-related training will be provided as needed.

## **8. UNIFORM AND EQUIPMENT.**

All uniforms and equipment necessary to serve as an active SRO within the school district shall be provided by the Police Department. The SROs will wear Class B uniforms when on-duty during school hours. Each SRO will carry a Police Department-approved duty firearm and other Police Department-issued equipment. The SRO(s) are responsible for carrying such equipment or otherwise storing and securing such equipment, including firearms and ammunition, in accordance with Police Department protocols. In no event shall such firearms or ammunition be stored in a

school building. Such duty firearm and other equipment shall only be used when law enforcement intervention is necessary and then shall only be used in accordance with the policies and standards of the Police Department and applicable law.

SROs, with approval from their Sergeant, may take efforts to “soften” their uniform appearance on campus under certain circumstances (i.e., School rallies, informal teaching days, and other miscellaneous school activities), but with clearly identifiable police badge and department issued clothing. It is important that SROs maintain their regular uniform attire during the performance of their duties as their identification during times of emergency are critical to overall school safety.

Body-worn recording equipment shall not be turned on by the SRO while acting in the capacity of an SRO with respect to educational responsibilities or typical interactions with students, staff, or other members of the public in the school setting. The SRO will use body-worn recording equipment only when acting in a law enforcement capacity and as required by Police Department policy and in accordance with applicable law and guidelines. The Police Department and the Superintendent shall jointly set expectations and follow the dispute resolution process to be jointly drafted and implemented pursuant to Section 6. C., above, to resolve any disputes in this area.

## **9. ARREST OF STUDENTS ON CAMPUS**

- A. School Principal or administrator shall be consulted by an SRO prior to a student being taken into custody on campus where practicable or absent any immediate safety concerns.
- B. Outside emergency circumstances, school administrators and SRO(s) should work collaboratively to facilitate when and where an arrest of a student is to be made on campus.
- C. SROs should prioritize the safety and well-being of all students and staff on campus during their actions in such incidents, being mindful of bias and the impacts on marginalized students. Whenever possible, they shall work to ensure that other students and District staff who are not directly involved in the situation do not witness the arrest.
- D. If a student is removed from school into the custody of law enforcement, the principal or designee shall immediately notify the parent/guardian or responsible relative regarding the student's release and the place to which he/she is reportedly being taken, except when the minor has been taken into custody as a victim of suspected child abuse. (Education Code 48906).
- E. SRO's shall consider the impact of restraint practices when determining the need to handcuff or restrain a student. Considerations may include whether there is clear and present danger for the student and/or others.

## **10. PROGRAM ASSESSMENT**

The School Resource Officer Program and partnership with Santa Rosa City Schools will be assessed annually, informed by quarterly reports, at the conclusion of the school

year. The evaluation will be conducted jointly between SRPD and SRCS and may include a third-party evaluator and other stakeholders, including students, parents, and community members. The following areas will be used to help evaluate the program:

- A. Success of established goals and objects. (refer to section 4.M)
- B. Police-community contacts (interactions, incidents, citations, arrests, community and school outreach activities, etc.).
- C. Student, Staff, and Parent/Guardian feedback in multiple forms, including a community forum, utilizing a design-to-the-margins framework for outreach.
- D. Any new modifications discussed between SRPD and SRCS to the existing Memorandum of Understanding.
- E. Annual evaluation will be shared in a public facing dashboard, and available in languages required by law (e.g., English, Spanish), as well as in print at public meetings.
- F. Listening sessions with students, including students who have experienced police contact.

## **11. LAW ENFORCEMENT RECORDS AND INFORMATION SHARING**

Pursuant to Welfare and Institutions Code sections 827, 828.1 and 828.3, certain law enforcement records, probation reports and juvenile case file information may be provided to the District Superintendent or his/her designee. In addition to providing such information directly to the District Superintendent, the SRO may provide such information to the principal of the school in which a minor student is enrolled and the principal shall be a designee of the Superintendent for the receipt of such information.

## **SRCS ROLES AND RESPONSIBILITIES UNDER THIS AGREEMENT**

### **12. SANTA ROSA SCHOOL DISTRICT SHALL:**

- A. Meet and confer on a regular basis with an SRPD designated representative to discuss the implementation and ongoing management of the SRO Program; and
- B. Provide office space and furnishings, including an assigned telephone extension, for each SRO.
- C. Maintain an anonymous complaint process at each site where an SRO is present.
- D. Upon receipt of any complaint regarding an SRO, the District will notify the Chief of Police, or their designee to share the details of the complaint as outlined in this MOU above.
- E. The District shall have the right to request, after consultation and collaboration with SRPD, that an SRO be removed from their specific assignment.

### **13. SRCS STUDENT RECORDS AND INFORMATION SHARING.**

- A. The SRO shall be allowed access to student records, when appropriate, as described herein. Notwithstanding SRO access to student records as described herein, the District shall at all times be in direct control of the use, maintenance, and disclosure of student records in accordance with Education Code section 49076 and other applicable provisions of law (including AB 1266). This includes access to student directory information to the extent permitted by District policy, classroom assignments, attendance records, and discipline files. However, the SRO may not inspect or copy confidential student records outside the scope of the SRO's service, except as allowed by law.
- B. If confidential student record information is needed in an emergency to protect the health or safety of a student or others, the District may disclose to the SRO information that is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety, the need of the information to meet the emergency situation, and the extent to which time is of the essence, in accordance with Education Code section 49076 and other applicable provisions of law.
- C. If confidential student record information is needed by the SRO, but no emergency situation exists, unless paragraph 11(D) applies, the information may be released only upon the issuance of a subpoena, a court order, or authorization of the parent/guardian.
- D. Pursuant to Education Code section 48902, the principal or designee shall notify the SRO of any acts of a student that may violate specified provisions of the Penal Code and Education Code. This may require the disclosure of the student's name or other identifying information to SRO, along with information related to underlying offense.
- E. The District shall conduct an annual audit of information-sharing practices to ensure compliance with privacy laws and regulations, included in its annual program evaluation.

### **14. COSTS**

The Parties agree to discuss and negotiate cost sharing associated with the operation of the SRO program.

The Parties jointly estimate that the SRPD's costs are one million, eight hundred thousand dollars (\$1.8M) annually and equipment start-up costs of four hundred thousand dollars (\$400K); and the District costs are [include staff costs to run this program].

### **15. INDEMNIFICATION**

- A. The District shall indemnify, defend, and hold harmless the City, its officers, agents and employees from and against any and all claims, losses, liabilities or damages, demands and actions, including payment of reasonable attorney's fees, arising out of or resulting from the performance of this Agreement, caused in whole by any negligent or willful act or omission of the District, its officers, agents, employees, or anyone directly or indirectly acting on behalf of the District.
- B. The City shall indemnify, defend, and hold harmless the District, its officers, agents and employees from and against any and all claims, losses, liabilities or damages, demands and actions, including payment of reasonable attorney's fees, arising out of or resulting from the performance of this Agreement, caused in whole by any negligent or willful act or omission of the City, its officers, agents, employees, or anyone directly or indirectly acting on behalf of the City.
- C. If an indemnifying Party defends or prosecutes any third-party claim, the indemnified Party will reasonably cooperate in the defense or prosecution thereof and will furnish such records, information and testimony, provide such witnesses and attend such conferences, discovery proceedings, hearings, trials and appeals as may be reasonably requested in connection with such the third-party claim. Such cooperation will include access during normal business hours afforded to the indemnifying Party to, and reasonable retention by the indemnified Party of, records and information that are reasonably relevant to such third party claim, and making the indemnified Party and its employees and agents available on a mutually convenient basis to provide additional information and explanation of any material provided hereunder.
- D. It is the intention of the District and City that, where fault is determined to have been contributory, principles of comparative fault will be followed and each Party shall bear the proportionate cost of any damage attributable to the fault of that Party, its officers, directors, agents, employees, volunteers, subcontractors, and governing board.

## **16. INSURANCE**

- A. Both Parties shall maintain in force, at all times during the performance of this Agreement, a policy of insurance covering all of its operations (including public liability and property damage), with not less than \$1,000,000.00 single limit liability and motor vehicle insurance, covering all motor vehicles (whether or not owned) used in providing services under this Agreement with a combined single limit of not less than \$1,000,000.00.
- B. Notice in writing shall be given at least 30 days in advance of cancellation, reduction in coverage limit, or intended non-renewal of any policy. Insurance shall be provided by a company authorized by the law to transact insurance business in the State of California.
- C. Policies shall also be enforced to provide such insurance as primary insurance and that no insurance of an additional insured shall be called on to contribute to a loss covered by insurance. Any insurance required of either party to this Agreement may be provided by a

plan of self-insurance and/or a public entity risk-sharing agreement at the option of the party.

**17. WORKERS' COMPENSATION**

The City certifies that they are aware of the provisions of the Labor Code of the State of California which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and further certify that the City will comply with such provisions before commencing performance under this Agreement.

**18. NOTICE**

Each of the Parties to this Agreement shall immediately notify the other of any litigation or claim asserted by or against either party regarding this Agreement. With the exception of claims or actions against one another, each Party will reasonably cooperate in the defense of claims or actions against either Party arising under this Agreement or legal challenges brought as to the validity of the Agreement.

All notices relating to this Agreement to the District shall be made to:

Santa Rosa City Schools District:

Santa Rosa City Schools  
District Superintendent  
110 Stony Point Road, Ste. 210  
Santa Rosa, CA 95401  
Telephone (707) 890-3800

And SRPD shall be made to:

Santa Rosa Police Department  
Chief of Police  
965 Sonoma Ave.,  
Santa Rosa, CA 95401  
Telephone (707) 543-3600

All notices shall be in writing. Notices delivered by person are effective immediately and shall be delivered during business hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding legal holidays. Notices delivered by mail are effective upon posting, but any time to respond under this Agreement or established by statute or ordinance shall be extended by five (5) calendar days.

**19. NONDISCRIMINATION**

Neither the District nor the City shall discriminate because of race, color, ancestry, national origin, religion, creed, disability, marital status, age, military and veteran status, gender or sex against any person by refusing any person a privilege offered to or engaged by the general public.

## **20. INTEGRATION**

This Agreement represents the entire and integrated agreement between the Parties. It is expressly agreed that all the terms and conditions of this Agreement are included herein and no verbal agreements of any kind shall be binding upon the Parties. As used herein, Agreement refers to and includes any documents incorporated herein by reference and any exhibits or attachments. This Agreement supersedes and merges all previous understandings, and all other agreements, written or oral, between the parties and sets forth the understanding of the Parties regarding the subject matter thereof. The Agreement may not be modified except by a written document signed by an authorized representative from both parties.

## **21. HEADINGS**

The heading titles for each paragraph of this Agreement are included only as a guide to the contents and are not to be considered as controlling or restricting of the Agreement.

## **22. GOVERNING LAW, JURISDICTION, AND VENUE**

The interpretation, validity, and enforcement of this Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any suit, claim, or legal proceeding of any item related to this Agreement shall be filed and heard in a court of competent jurisdiction in the County of Sonoma.

## **23. ASSIGNMENT AND DELEGATION**

This Agreement may not be assigned or otherwise transferred by either party hereto without the prior written consent of the other Party.

## **24. MODIFICATIONS**

This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by both Parties.

## **25. WAIVERS**

Waiver of a breach or default under this Agreement shall not constitute a continuing waiver or of a subsequent breach of the same or any other provision of this Agreement.

**26. CONFLICTS**

If any conflicts arise between the terms and conditions of this Agreement and the terms and conditions of the attached exhibits or any documents expressly incorporated, the terms and conditions of this Agreement shall control.

**27. SEVERABILITY**

If a court of competent jurisdiction holds any provision of this Agreement to be illegal, unenforceable, or invalid in whole or in part for any reason, the validity and enforceability of the remaining provisions, or portions of them, will not be affected, unless an essential purpose of this Agreement would be defeated by the loss of the illegal, unenforceable, or invalid provision.

**28. SIGNATURES**

The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the District and the City. This Agreement shall ensure to the benefit of and be binding upon the parties hereto ruled their respective successors and assigns.

**29. COUNTERPARTS**

This Agreement may be signed in counterparts, each of which shall be deemed to be an original. The Parties agree that the digital signatures of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Any digital signature shall have the same legal validity and enforceability as a manually executed signature or use of a paper-based record keeping system to the fullest extent permitted by applicable law.

IN WITNESS THEREOF, the parties have executed this AGREEMENT on the dates as set forth hereinafter.

SANTA ROSA CITY SCHOOLS DISTRICT CITY OF SANTA ROSA

\_\_\_\_\_

Superintendent                      Date

\_\_\_\_\_

City Manager                      Date

**SANTA ROSA CITY SCHOOLS**  
**DRAFT 2025-2026 INSTRUCTIONAL CALENDAR**  
(Certificated and School Year (SY) Employees)  
**185 Workdays**

YEAR	M	T	W	Th	F		ELEMENTARY Days of Instruction	SECONDARY Days of Instruction	Non Instructional Days	Professional Development Days	Certificated & SY Employee Workdays
JULY 2025		1	2	3	4	7/4/2025 Independence Day Holiday	0	0	0	0	0
	7	8	9	10	11						
	14	15	16	17	18						
	21	22	23	24	25						
	28	29	30	31							
AUGUST	4	5	6	7	8	Aug. 11 Work Day Principal-Directed Non-Instructional (non-student)	3	3	2	0	5
	11	12	13	14	15	Aug. 12 Work Day Staff-Directed Non-Instructional (non-student)					
	18	19	20	21	22	Aug. 13 School Opens/First Day of Instruction					
	25	26	27	28	29						
SEPTEMBER	1	2	3	4	5	Sept. 1 Labor Day Holiday	4	4	0	0	4
	8	9	10	11	12	Sept. 4 Back to School Night-Elementary Schools	5	5	0	0	5
	15	16	17	18	19	Sept. 11 Back to School Night-Middle Schools	5	5	0	0	5
	22	23	24	25	26	Sept. 18 Back to School Night-High Schools	5	5	0	0	5
	29	30					2	2	0	0	2
OCTOBER			1	2	3	Oct. 10 Secondary Report Card Window Opens	2	2	0	1	3
	6	7	8	9	10	Oct. 17 Secondary End of First Quarter	5	5	0	0	5
	13	14	15	16	17	Oct. 21 Secondary Report Card Window Closes	5	5	0	0	5
	20	21	22	23	24	Oct. 24 Elementary Report Card Window Opens	5	5	0	0	5
	27	28	29	30	31	Oct. 31 Elementary First Trimester Ends	5	5	0	0	5
NOVEMBER	3	4	5	6	7	Oct. 6 - Oct. 10 Elementary Conference Week	5	5	0	0	5
	10	11	12	13	14	Oct. 3 Professional Development Day (non-student)					
	17	18	19	20	21	Nov. 11 Veterans Day					
	24	25	26	27	28	Nov. 10 Elementary Report Card Window Closes					
						Nov. 24-25 Non-school; Workdays for 10, 11, 12 Month Employees					
DECEMBER	1	2	3	4	5	Nov. 26 Local Holiday	0	0	0	0	0
	8	9	10	11	12	Nov. 27 Thanksgiving Day Holiday	5	5	0	0	5
	15	16	17	18	19	Nov. 28 Local Holiday					
	22	23	24	25	26	Dec. 12 Secondary Report Card window opens					
	29	30	31			Dec. 16-18 Minimum Days: Final Exams High School Only					
					Dec. 18 Secondary End of second quarter and first semester						
JANUARY 2026						Dec. 19 Teacher Workday/Pupil Holiday: Secondary only	0	0	0	0	0
	5	6	7	8	9	Dec. 22-31 Winter Recess	0	0	0	0	0
	12	13	14	15	16	Jan. 1 New Years Day Holiday	0	0	0	0	0
	19	20	21	22	23	Jan. 2 Local Holiday	5	5	0	0	5
	26	27	28	29	30	Jan. 5 Secondary Report Card Window Closes	5	5	0	1	5
FEBRUARY	2	3	4	5	6	Jan. 12 Professional Development Day (non-student)	4	4	0	0	4
	9	10	11	12	13	Jan. 19 Martin Luther King Jr. Holiday	4	4	0	0	5
	16	17	18	19	20	Feb. 6 Elementary Report Card Window Opens	5	5	0	0	5
	23	24	25	26	27	Feb. 9 Lincoln's Birthday	4	4	0	0	4
						Feb. 16 President's Day	4	4	0	0	4
MARCH	2	3	4	5	6	Feb. 20 Elementary 2nd Trimester Ends	5	5	0	0	5
	9	10	11	12	13	Mar. 2 Elementary Report Card Window Closes	5	5	0	0	5
	16	17	18	19	20	Mar. 6 Secondary Report Card Window Opens	5	5	0	0	5
	23	24	25	26	27	Mar. 13 Secondary End of Third Quarter	0	0	0	0	0
	30	31				Mar. 16 Local Holiday	5	5	0	0	5
APRIL			1	2	3	Mar. 17-20 Spring Break	0	0	0	0	0
	6	7	8	9	10	Mar. 24 Secondary Report Card Window Closes	3	3			3
	13	14	15	16	17	Mar. 30 Emergency Closure Day (non-workday, non-student if not needed)	5	5			5
	20	21	22	23	24	Mar. 31 Cesar Chavez Holiday	4	4			4
	27	28	29	30			4	4			4
MAY	4	5	6	7	8	May 14 Open House	1	1			1
	11	12	13	14	15	May 15 Elementary Report Card Window Opens	5	5			5
	18	19	20	21	22	May 15 Teacher Non-Work/Non Student Day	4	4			4
	25	26	27	28	29	May 22 Secondary Report Card Window Opens	5	5			5
						May 25 Memorial Day Holiday	4	4			4
JUNE	1	2	3	4	5	June 4 Elementary 3rd Trimester Ends	4	5	0.5		5
	8	9	10	11	12	June 4 Final Instructional Day: Elementary only					
	15	16	17	18	19	June 5 Teacher Workday/Pupil Holiday: Elementary only					
	22	23	24	25	26	June 3-5 Minimum Day: Final Exams Secondary Only					
	29	30				June 5 Final Instructional Day: Secondary					
<b>TOTALS</b>							<b>180</b>	<b>180</b>	<b>3</b>	<b>2</b>	<b>185</b>

(2) Two days added for Emergency Closures 4/11 & 5/16 (non-workday for teachers and SY, non-student if not needed)

Ratified: **DRAFT 2025-2026 Instructional Calendar mutually agreed on:**  
SRTA: **Date:**

CSEA: \_\_\_\_\_ Santa Rosa Teachers Association  
Teamsters: \_\_\_\_\_

Board approved: \_\_\_\_\_ Santa Rosa City Schools  
Effective: July 1, 2025 \_\_\_\_\_ Classified School Employee Association



Resolution No. 2024/25-23

Date: January 22, 2025

**RESOLUTION AUTHORIZING ALTERNATE DESIGN-BUILD PROCUREMENT AND CONSTRUCTION OF THE DISTRICT WIDE ELECTRONIC ACCESS CONTROL PROJECT**

**PURSUANT TO EDUCATION CODE, SECTION 17250.10, ET SEQ. AND ADOPTING CONFLICT OF INTEREST GUIDELINES FOR ALTERNATE DESIGN-BUILD PROJECTS**

**WHEREAS**, Education Code, section 17250.60, *et seq.* (“Alternate Design-Build Statute”) provides that a school district, with the approval of its governing board, may procure Alternate Design-Build contracts for projects in excess of Five million dollars (\$5,000,000), awarding the contract to either the low bid or the best value;

**WHEREAS**, “Alternate Design-Build” is defined in Education Code, section 17250.15(d), to mean a “project, which shall include delivery process in which both the design and construction of a project are procured from a single entity”;

**WHEREAS**, Education Code, section 17250.61(a), provides that a school district procuring an Alternate Design-Build contract shall develop guidelines for a standard organizational conflict of interest policy, consistent with applicable law, regarding the ability of a person or entity that performs services for the school district, relating to the solicitation of an Alternate Design-Build project, to submit a proposal as an Alternate Design-Build entity or to join an Alternate Design-Build team;

**WHEREAS**, the Santa Rosa City Schools (“District”) is in the process of planning the design and construction of the District Wide Electronic Access Control (“Project”);

**WHEREAS**, the Legislature has found and declared in the Alternate Design-Build Statute that the Alternate Design-Build method of project delivery has led to benefits, including reduced project costs, expedited project completion, and design features that are not achievable through the traditional design-bid-build method;

**WHEREAS**, District staff has reviewed possible construction delivery methods for the Project, including traditional design-bid-build as well as Alternate Design-Build as authorized by the Alternate Design-Build Statute, and has concluded that the use of an Alternate Design-Build delivery method for the Project offers the potential advantages to the District expressed in the Alternate Design-Build Statute;

**WHEREAS**, the Alternate Design-Build Statute authorizes the award to be based on the proposal that represents the “best value” to the District, which the Alternate Design-Build Statute defines to mean “a value determined by evaluation of objective criteria that may include, but are not limited to, price, features, functions, life-cycle costs, experience, and past performance”; and

**Resolution No. 2024/25-23**

**Date: January 8, 2025**

**WHEREAS**, the Board has determined that it is in the best interest of the District to enter into an Alternate Design-Build contract with an Alternate Design-Build entity whose proposal is determined by the District to have offered the best value to the public and that is able to provide appropriately licensed contracting, architectural, and engineering services to design and construct the Project.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Education of the Santa Rosa City Schools hereby finds, determines, declares, orders, and resolves as follows:

1. The foregoing recitals are true and correct.
2. Proceeding under an Alternate Design-Build construction delivery method, as authorized by the Alternate Design-Build Statute, offers advantages to the District, as indicated herein, that are not available under other available delivery methods such as traditional design-bid-build.
3. It is in the best interest of the District to enter into an Alternate Design-Build contract with an Alternate Design-Build entity whose proposal is determined by the District to have offered the best value to the public, and that is able to provide appropriately licensed contracting, architectural, and engineering services both to design the Project based on the performance specifications and criteria furnished by the District and to construct the same based on detailed construction documents prepared by the successful Alternate Design-Build entity, as approved by the Division of the State Architect and the District.
4. That the District's Superintendent or her designee is authorized to utilize the Alternate Design-Build best value selection method for the Project and that the Alternate Design-Build competition shall progress as set forth in the Alternate Design-Build Statute.
5. That the Alternate Design-Build Conflict of Interest Guidelines, attached hereto as Attachment A, is hereby approved, and adopted.
6. That the District's Superintendent or their designee, in progressing with the Alternate Design-Build competition as set forth in the Alternate Design-Build Statute, is authorized to issue a Request for Qualifications that includes a Prequalification Questionnaire in the form authorized by the Alternate Design-Build Statute, and implement the scoring and evaluation process required thereby, in order to prequalify or short-list Alternate Design-Build entities to submit sealed proposals in the manner specified in a Request for Proposals ("RFP"), as set forth in the Alternate Design-Build Statute.
7. That the District's Superintendent or their designee, in further progressing with the Alternate Design-Build competition as set forth in the Alternate Design-Build Statute, is authorized to issue the RFP that invites prequalified Alternate Design-Build entities to submit competitive sealed proposals in the manner prescribed by the RFP and that includes, but is not limited to, the following elements: (a) identification of the basic scope and needs of the Project, the estimated cost of the Project, the methodology that will be used by the District to

**Resolution No. 2024/25-23**

**Date: January 8, 2025**

evaluate proposals, that the contract will be awarded on the basis of a best value determination, and any other information deemed necessary by the District to inform interested parties of the contracting opportunity; (b) significant factors that the District reasonably expects to consider in evaluating proposals, including but not limited to, cost or price and all nonprice-related factors; (c) the relative importance or the weight assigned to each of the factors identified in the RFP; and (d) that the District may reserve the right to request proposal revisions and hold discussions and negotiations with proposers for which applicable procedures to be followed will be incorporated to ensure that any discussions or negotiations are conducted in good faith.

8. Upon prequalifying and receiving competitive proposals from Alternate Design-Build entities for the Project pursuant to the Alternate Design-Build Statute, the Board will consider the Alternate Design-Build entity offering the best value to the public and which is able to provide appropriately licensed contracting, architectural, and engineering services to design and construct the Project, and the Board will consider whether to award an Alternate Design-Build contract for the Project to that Alternate Design-Build entity.
9. That the District's Superintendent or her designee is authorized to take those actions necessary to prequalify and receive competitive proposals from Alternate Design-Build entities for the Project pursuant to the Alternate Design-Build Statute and the requirements of this Resolution.
10. That the District, should the Board not award an Alternate Design-Build contract for the Project to an Alternate design-build entity for whatever reason, may proceed with another delivery method for the construction of the Project which the Board determines to be in the best interests of the Project, District, and public, such as an alternate design-bid-build or other delivery method.

PASSED AND ADOPTED this 22<sup>nd</sup> day of January, 2025

YEAS: 7  
NOES: 0  
ABSENT: 0  
ABSTAIN: 0



\_\_\_\_\_  
Jeremy De La Torre, Clerk of the Board