

MEMORANDUM OF UNDERSTANDING

Between Tremonton City , Utah, and Box Elder School District

Purpose:

This Memorandum of Understanding (MOU) establishes a partnership between Tremonton City, Utah (hereinafter referred to as “City”), and Box Elder School District (hereinafter referred to as “District”) to provide two School Resource Officers (SROs) who will be assigned to Bear River High School and Bear River Middle School. This agreement specifies the terms, responsibilities, and funding of the program, ensuring a safe and secure learning environment for students and staff.

1. Parties

This agreement is made between Tremonton City, responsible for the employment, supervision, and operational readiness of the SROs and the **Box Elder School District**, responsible for facilitating the SROs’ roles within the schools and sharing in funding the program.

2. Objectives

This MOU aims to:

1. Create a safe and secure educational environment for students, staff, and visitors.
2. Develop trust and positive relationships between law enforcement and the school community.
3. Serve as a resource for crime prevention, conflict resolution, and legal education.
4. Actively deter criminal behavior, bullying, and other unsafe activities within the schools.
5. Provide rapid response to emergencies and crises on campus.

3. Term

This Interlocal Cooperation Agreement shall be effective as of August 24, 2026 and shall continue for a period of up to five (5) years, unless sooner terminated as provided herein. However, should either party encounter budgetary constraints that make the continuation of this agreement impractical, then either party may cancel this agreement upon sixty (60) days written notice.

The MOU may be extended upon mutual agreement by both Tremonton City and the School District.

4. Responsibilities of Tremonton City

1. Recruit and Assign Officers:
 - Tremonton City will provide two qualified School Resource Officers, trained and equipped to perform the duties outlined in this MOU and in accordance with Tremonton City police department policies and procedures.
2. Provide Equipment and Training:
 - Equip SROs with uniforms, radios, firearms, patrol vehicles, and other necessary tools.

- Provide ongoing specialized training, including de-escalation, school law, and crisis management.
3. Supervise SROs:
 - Will ensure the officers are adequately supervised and maintain their professional certification and training as required by law.
 - Conduct performance evaluations with input from school administrators.
 - Address any misconduct, concerns, or reassignment of SROs.
 4. Compensation and Insurance:
 - Will manage the compensation (provided from the District), benefits, and other employment-related matters for the SROs.
 - Maintain liability and workers' compensation insurance covering SRO activities.

5. Responsibilities of the Box Elder School District

1. Provide Resources and Facilities:
 - Ensure SROs have access to office space, secure storage, and communication equipment.
 - Include SROs in staff meetings, safety planning, and emergency drills.
2. Facilitate Funding:
 - The School District will cover costs related to SRO services as outlined in the attached fee cost breakdown (Attachment B).
3. Collaborate with SROs:
 - The School District will collaborate with the SROs in matters involving student safety and discipline when appropriate, including providing the officers with information and support as needed.
 - Partner with SROs on educational initiatives, such as anti-bullying programs, substance abuse prevention, and safety workshops.
4. Ensure Clear Communication:
 - Report safety concerns or incidents requiring SRO involvement to the SRO's promptly.

6. Joint Responsibilities:

- Both Tremonton City and the School District agree that the two School Resource Officers can assist each other when needed. In the event that one officer requires assistance, the other officer may respond to emergencies, provide support, and engage in cooperative efforts to ensure the safety and security of both schools.
- The SROs will meet periodically to review their work, discuss challenges, and assess the effectiveness of their efforts in maintaining a safe and positive school environment.
- Both parties will collaborate on the development of educational programs aimed at improving students' understanding of law enforcement and community safety.

- Both parties agree to maintain the confidentiality of sensitive student information in accordance with applicable laws and regulations, including the Family Educational Rights and Privacy Act (FERPA) and other relevant privacy laws.

7. Roles and Duties of the SROs

Campus Security and Law Enforcement

1. Conduct regular patrols of school grounds, parking lots, and surrounding areas.
2. Provide a visible law enforcement presence to deter unsafe or illegal activity.
3. Investigate on-campus crimes and take enforcement action when necessary.
4. Collaborate with school administrators on threat assessments and emergency preparedness.

Emergency Response

1. Act as the primary first responder in school-related emergencies, including active shooter incidents, fires, or medical crises.
2. Assist with evacuation plans, lockdown drills, and other safety procedures.

Educational Support

1. Provide classroom instruction on topics such as:
 - Drug and alcohol awareness.
 - Internet safety and cyberbullying prevention.
 - Personal and community safety.
2. Act as a resource for students, staff, and parents regarding legal and safety concerns.

Mentorship and Relationship Building

1. Build rapport with students to foster trust and open communication.
2. Serve as a mentor and role model, especially for at-risk youth.

Support and Collaboration

1. Work with school counselors, social workers, and administrators to address student behavioral issues constructively.
2. Assist the other assigned SRO when necessary to ensure comprehensive coverage and response.

8. Funding and Cost-Sharing

1. Annually, prior to August 1, Tremonton City shall furnish a schedule of officer costs including wages, benefits, uniforms and equipment costs. The District shall pay 50% of the annual costs. Attachment B attached to this agreement references the annual costs for the 2025-26 school year.
2. The total annual cost of each SRO is outlined in **Attachment B: Cost Breakdown**.
3. The District agrees to reimburse Tremonton City for costs of each SRO.
4. Payments shall be made quarterly based on invoices submitted by the City, with payments due within **30 days** of receipt.

9. Insurance

1. Tremonton City shall maintain liability insurance for actions performed by the SROs in the course of their duties.

10. Dispute Resolution

In the event of a dispute, both parties shall:

- 1. Meet to discuss the issue in good faith and attempt to reach a resolution.
- 2. Submit unresolved disputes to mediation, with costs shared equally.

11. Termination

- 1. This MOU may be terminated by either party with **60 days' written notice**.
- 2. Immediate termination may occur in cases of material breach or mutual agreement.

12. Liability and Indemnification

Each party agrees to indemnify and hold harmless the other party, its officers, employees, and agents from and against any and all claims, actions, damages, liabilities, and expenses arising from or related to the performance of this MOU.

13. Amendments

This MOU may be amended or modified only by written agreement signed by both parties.

14. Signatures

IN WITNESS WHEREOF, the parties hereto have executed this MOU as of the day and year first above written.

For Tremonton City:

 Name:
 Title:
 Date: _____

For Box Elder School District:

 Name: _____
 Title: _____
 Date: _____

Attachment A: SRO Job Description

Position Title: School Resource Officer

Primary Assignments:

- Bear River High School
- Bear River Middle School

Key Responsibilities:

1. Serve as a law enforcement officer on the school campus and in the surrounding area.
2. Patrol campus and surrounding areas to help maintain a safe and secure environment for students, staff, and visitors.
3. Respond to emergencies and incidents as needed.
4. Investigate incidents and criminal activity involving students and school property and provide appropriate law enforcement actions.
5. Act as a resource for safety and legal process education.
6. Respond to emergencies and implement crisis management strategies.
7. Educate students and staff on various safety issues, including drug prevention, conflict resolution, and appropriate conduct.
8. Work collaboratively with school administrators, teachers, and staff to address safety concerns.
9. Build positive relationships with students, faculty, staff, and parents to foster trust, communication and positive interactions with law enforcement.
10. Maintain proper documentation of incidents and activities in accordance with department policy and school procedures.
11. Whenever possible, attend staff meetings and participate in school and community events.

Qualifications and Skills:

- Certification as a law enforcement officer in the State of Utah.
- Previous law enforcement experience, preferably in a school setting.
- Strong communication and interpersonal skills.
- Ability to work effectively with diverse groups, including students, parents, and faculty.
- Knowledge of local, state, and federal laws related to juvenile justice, school safety, and student rights.

**Attachment B:
Cost Breakdown**

Attachment B: Fee Cost Breakdown

Description	Amount
Salary for SRO assigned to Bear River High School	\$ 133,400
Salary for SRO assigned to Bear River Middle School	\$ 121,522
Equipment and Uniforms (per officer)	\$ 4,700
Total	\$ 264,322
Total share for SRO's (Tremonton)	\$ 132,161
Total share for SRO's (District)	\$ 132,161

This breakdown reflects the cost of providing two School Resource Officers, including salary, benefits, and other related costs. The School District agrees to reimburse Tremonton City based on these fees for the duration of the agreement.