




Marty Kelly
Goodhue County Sheriff

430 West 6th Street
Red Wing, MN 55066
Office (651) 267.2600
Dispatch (651) 385.3155

April 16, 2024

To: Honorable Goodhue County Board of Commissioners
From: Sheriff Marty Kelly 
Re: Update on SRO Contracts for Pine Island and Zumbrota-Mazeppa School Districts

Dear Honorable Goodhue County Commissioners,

I am writing to inform you of the latest developments regarding the School Resource Officer (SRO) contracts with the Zumbrota-Mazeppa and Pine Island School Districts for the upcoming school year 2024/2025.

After careful consideration and collaboration with all stakeholders involved, we have updated the proposal to reflect a flat fee of \$70,000 for the school year from both districts. This adjustment aims to streamline the agreement process and ensure fairness and consistency across the board.

I firmly believe that this updated proposal represents a reasonable solution for both the county and the school districts. It addresses concerns while fostering a safe and secure learning environment for our students. Therefore, I fully support this change and encourage all parties to consider its merits.

Your cooperation and support in this matter are greatly appreciated. Should you have any questions or require further clarification, please do not hesitate to reach out.

Thank you for your attention to this important matter.

Recommendation:

Approve the updated school SRO contracts.

OFFICE OF THE GOODHUE COUNTY SHERIFF

ADULT DETENTION
CENTER
651.267.2804

CIVIL DIVISION
651.267.2601

RECORDS DIVISION
651-267-2600

EMERGENCY
MANAGEMENT
651.267.2639

EMERGENCY
COMMUNICATIONS
651.385.3155

An Equal Opportunity Employer

**Contract for Police-School Liaison Officer
Between The
Goodhue County Sheriff's Office
And
The Pine Island School District 255**

The period of this Agreement shall be July 1, 2024 - June 30, 2025.

This agreement, made and entered into this 16th day of April, 2024, by and between the County of Goodhue, hereinafter referred to as the County, the Pine Island School District, hereafter referred to as the "District" and the Goodhue County Sheriff's Office, hereafter referred to as the Sheriff, is entered into under Minnesota law.

1) PURPOSE:

This contract is to address the need for the presence of a law enforcement School Liaison Deputy to be assigned by the Sheriff to work in and around the Pine Island School District. The School Liaison Deputy will provide instruction and law enforcement-school liaison service to the District recognizing these services. Services provided may be, but are not limited to the following:

1. Respond to on-campus emergencies involving medical problems, injuries and related emergency situations of students, staff, and the general public.
2. Enforce federal laws, state laws and local ordinances on the school District campus and on District owned property.
3. Initiate investigations of crimes committed on the school District campus, and District owned property, and prevent continued criminal behavior.
4. Detain and/or arrest suspects according to law and policies of the Goodhue County Sheriff's Office.
5. Initiate investigative referrals to the "Sheriff's Investigations Division" as appropriate.
6. Perform investigative follow-up work, including the interviewing of witness, victims and suspects.
7. Complete information and prepare cases for the City and County Attorneys.
8. Promote and provide crime prevention education to staff, students and the public.
9. Provide information to the District faculty and staff regarding federal laws, state laws, local ordinances, and the criminal justice system.
10. Assist district faculty and staff when needed with unruly or violent students.
11. Attend district faculty and staff meetings, committee meetings, staff seminars/ training as requested and appropriate to job position.
12. Participate in student/staff programs as appropriate to job position.

Example: Alcohol and Drug Assessment Teams, Conflict/Relationship Mediation Programs, Support Groups, Student at Risk Programs.

13. Provide assistance in counseling services, provide resource information and options to students as appropriate to the job position.
14. Refer students to District and County counseling services as appropriate.
15. Provide education to students, faculty, staff, and the public dealing with gang activity and other issues pertaining to law enforcement practices and the Police/School Liaison Program.
16. Coordinate activities, promote, develop and implement programs between the District, Municipalities within the District areas, County, and the criminal justice system.
17. Investigate school truancy.
18. Enforce parking violations on school property at the sole discretion of the deputy.
19. Perform other duties as assigned by the Sheriff, Chief Deputy, Patrol Commander or Operations Captain.

2) OFFICER EMPLOYED BY THE COUNTY:

The Sheriff shall assign in accordance with applicable state statutes a law enforcement officer to serve as the police-school liaison officer in the District. The Sheriff shall do the selection of the officer. The County shall assume all obligations and payments with regard to officer salaries and benefits including workers compensation, PERA, withholding taxes, etc. The District will reimburse the county as defined in section nine of this contract.

3) TERM OF CONTRACT:

The term of this contract will be from July 1, 2024 - June 30, 2025, unless terminated by either party as defined in this contract. The Sheriff will provide the district 1600 hours of service during the school calendar year. These hours will include pre-school year and post-school year preparation time for the school liaison deputy.

4) ADMINISTRATION RESPONSIBILITIES:

Law enforcement services rendered to the District shall be at the sole direction of the Sheriff. Standards of performance, discipline of the deputy assigned and other internal matters, shall be under the authority of the Sheriff. The District shall provide the County with an appraisal of the services received.

The District shall not assume any liability for acts of the Sheriff's personnel hired in performance of their duties, and any law enforcement personnel hired under the terms of this agreement shall be deemed to be County employees, and the County shall hold the District harmless for any claim for damages resulting from their employment that may accrue to the District.

5) LEVEL OF SERVICE:

The deputy will respond to emergency calls within the County when necessary, and will attend police training and special duties as assigned by the Sheriff while fulfilling the requirements of this contract. This may include the officer's time off for vacation, sick leave, required or approved duty time off.

The deputy assigned will inform the District/School Principals when he/she will be absent from the District due to vacations, time off, training or special duties.

The Sheriff will provide for needed law enforcement within the District during the absence of the school liaison deputy.

6) DUTIES OF DEPUTY:

The list of basic duties as outlined in section 1 of this Agreement shall be cooperatively reviewed between the Sheriff and the District.

Latitude in scheduling of work hours will be allowed for the deputy to meet the needs of the contract.

7) CLOTHING, EQUIPMENT, SUPPLIES:

The County shall provide required clothing, uniforms, vehicle, necessary equipment and supplies for the deputy to perform law enforcement duties.

The District shall provide the deputy with a private lockable office, telephone, and computer with e-mail access, and supplies necessary for the deputy to perform required duties.

8) SCHOOL CALENDAR:

The District shall provide the Sheriff with a school calendar.

9) DURATION AND COST:

The District shall pay the County for services in accordance with the terms of this contract.

Salaries 2024-2025 School Year:

The District agrees to pay the County \$70,000.00 for the Sheriff's School Resource Officer Services for the 2024-2025 School Year.

The payments to the County shall be:

Payment 1: Payment of **\$35,000.00** before December 31, 2024.

Payment 2: Payment of **\$35,000.00** before June 30, 2025.

10) TERMINATION:

The District may terminate this agreement on or before December 31 of each year for the upcoming school year upon written notice of termination. The Sheriff may terminate this agreement at anytime upon one hundred-eighty (180) days written notice of such termination. In the event of termination by either party all payments due hereunder shall be prorated.

11) SAFE SCHOOL FUNDING:

In the event that the District is unable to secure the Safe School Fund/Safety Levy used to fund this position, all parties would reopen negotiations concerning this contract.

12) IN WITNESS WHEREOF, the Pine Island Public School District adopted by its governing body, caused this agreement to be signed by its Superintendent and attested by its School Board Chairperson, and by the County of Goodhue, by order of its Board of County Commissioners, has caused these presents to be subscribed by the Chairman of the Board and the seal of said Board to be affixed thereto and attested by the Goodhue County Administrator, and the Goodhue County Sheriff has signed this agreement.

ATTEST:

PINE ISLAND SCHOOL DISTRICT

Chairperson
Pine Island
School Board

Superintendent of School

Date

Date

ATTEST:

GOODHUE COUNTY

County Administrator

Chairman
Goodhue County Board of Commissioners

Date

Date

Goodhue County Sheriff

Date

**Contract for Police-School Liaison Officer
Between The
Goodhue County Sheriff's Office
And
The Zumbrota-Mazeppa School District 2805**

The period of this Agreement shall be July 1, 2024 - June 30, 2025.

This agreement, made and entered into this 16th day of April, 2024, by and between the County of Goodhue, hereinafter referred to as the County, the Zumbrota-Mazeppa School District, hereafter referred to as the "District" and the Goodhue County Sheriff's Office, hereafter referred to as the Sheriff, is entered into under Minnesota law.

1) PURPOSE:

This contract is to address the need for the presence of a law enforcement School Liaison Deputy to be assigned by the Sheriff to work in and around the Zumbrota-Mazeppa School District. The School Liaison Deputy will provide instruction and law enforcement-school liaison service to the District recognizing these services. Services provided may be, but are not limited to the following:

1. Respond to on-campus emergencies involving medical problems, injuries and related emergency situations of students, staff, and the general public.
2. Enforce federal laws, state laws and local ordinances on the school District campus and on District owned property.
3. Initiate investigations of crimes committed on the school District campus, and District owned property, and prevent continued criminal behavior.
4. Detain and/or arrest suspects according to law and policies of the Goodhue County Sheriff's Office.
5. Initiate investigative referrals to the "Sheriff's Investigations Division" as appropriate.
6. Perform investigative follow-up work, including the interviewing of witness, victims and suspects.
7. Complete information and prepare cases for the City and County Attorneys.
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Example: Alcohol and Drug Assessment Teams, Conflict/Relationship Mediation Programs, Support Groups, Student at Risk Programs.

13. Provide assistance in counseling services, provide resource information and options to students as appropriate to the job position.
14. Refer students to District and County counseling services as appropriate.
15. Provide classroom and educational programs dealing with drug, alcohol, and violence prevention (DARE) and facilitate an Introduction to Law Enforcement Class.
16. Provide education to students, faculty, staff, and the public dealing with gang activity and other issues pertaining to law enforcement practices and the Police/School Liaison Program.
17. Coordinate activities, promote, develop and implement programs between the District, Municipalities within the District areas, County, and the criminal justice system.
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20. Perform other duties as assigned by the Sheriff, Chief Deputy, Patrol Commander or Operations Captain.

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deemed to be County employees, and the County shall hold the District harmless for any claim for damages resulting from their employment that may accrue to the District.

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11) SAFE SCHOOL FUNDING:

In the event that the District is unable to secure the Safe School Fund/Safety Levy used to fund this position, all parties would reopen negotiations concerning this contract.

12) IN WITNESS WHEREOF, the Zumbrota-Mazeppa School District adopted by its governing body, caused this agreement to be signed by its Superintendent and attested by its School Board Chairperson, and by the County of Goodhue, by order of its Board of County Commissioners, has caused these presents to be subscribed by the Chairman of the Board and the seal of said Board to be affixed thereto and attested by the Goodhue County Administrator, and the Goodhue County Sheriff has signed this agreement.

ATTEST:

ZUMBROTA-MAZEPPA SCHOOL DISTRICT

Chairperson
Zumbrota-Mazeppa
School Board

Superintendent of School

Date

Date

ATTEST:

GOODHUE COUNTY

County Administrator

Chairman
Goodhue County Board of Commissioners

Date

Date

Goodhue County Sheriff

Date