

School Resource Officer Local School Council Toolkit

Summer 2020



School Resource Officer (SRO) Toolkit Overview

- **Support LSCs** in the decision-making process of whether to maintain the SRO program at your school
- **Equip school communities** with important data and resources to understand the impacts of the SRO program, to support the decision-making process and inform broader safety planning for SY20-21
- **Ensure** that all decisions consider concerns over the school-to-prison pipeline

School Resource Officer Toolkit Objectives

What is the SRO Toolkit?

- A resource for convening stakeholder meetings, with tools designed to help Local School Councils (LSCs) discuss their SRO program decision

What is included in the SRO Toolkit?

1. **Recommended process** for LSCs to make a decision about their SRO program
2. **Decision process template** to help facilitate the decision for the LSC (school-specific data, including discipline data and SRO survey data will be sent to the principal)
3. **Ongoing data collection and monitoring plan** of the SRO program if a school decides to keep it for SY20-21
4. **Key dates**
5. **FAQ** on LSC vote process
6. **Research samples** to support discussions
7. **CPS Board of Education June 2020 presentation** on SROs as background information
8. **SY19-20 CPS/CPD/City Intergovernmental Agreement (IGA)** as background information

1. Recommended Process

Prepare

Between now and LSC Meeting:

LSC Chair and Principal prepare to hold an engaging and authentic conversation with your school community

Optional: Use the Decision Process Template and resources described on slide 5 of this toolkit

Call the LSC Meeting

Between now and August 14, 2020:

Post and give notice of LSC meeting

Include the SRO vote as agenda item to ensure public is aware of discussion and decisions

Highly Recommended: Hold a School Community Town Hall

Between now and scheduled LSC Meeting (*can be held immediately prior to the LSC meeting*):

School leader and LSC Chair can host a Town Hall discussion with school and community members to solicit input on the SRO decision

The goal is to engage as many members of the school community as possible

Sample Town Hall agenda can be found in the appendix

Hold the LSC Meeting and Vote on SRO

Before August 14, 2020: Convene the LSC Meeting

If helpful, use the Decision Process Template and accompanying data to guide the decision-making process for the LSC. The template includes guiding questions, and helps LSCs set a vision for the future state of safety at their school (school specific data will be sent to principals via email)

In the LSC Meeting, take a vote to determine if the school would like to retain its School Resource Officer Program for SY20-21

Update the school's safety plan

As we approach the first day of school:

If the LSC votes "No" and decides not to keep its SRO Program, principals should contact their CPS Network Safety Manager to build an alternative safety plan for your school

If the LSC votes "Yes" and decides to keep its SRO Program, please work with the SROs to ensure adequate updating of safety plans for last year

2. Decision Process Template

The template provides a set of materials that can be used to guide the LSC's discussion

- The purpose of [this template](#) is to support Local School Councils and school communities in the SRO decision-making process
- This template is optional; it is recommended as a resource for preparing to engage in authentic, meaningful conversations around the SRO decision
- It is recommended that this template is used BEFORE the LSC meeting or the Town Hall to organize and analyze thoughts and data in preparation for those conversations
- In addition to the template, each school will receive an individual email with relevant discipline data and school-specific SRO survey data to inform the LSC's discussion
 - These data will be school specific and are meant to inform decision-making on the SRO program as it is part of the broader school safety program
 - Data will be emailed to principals no later than Wednesday, July 15 for sharing with LSC Chairs prior to the meeting

3. Quarterly Monitoring

- LSCs are encouraged to work with their principals to **monitor the effectiveness of their SRO program on a quarterly basis**
- Principals should report on the SRO program at LSC meetings using information received from CPS's Office of Social Emotional Learning (OSEL)
- Topics for discussion could include:
 - Progress on SRO Program Goals
 - Discipline data update from OSEL reports
 - Solicit feedback from school community stakeholders

We encourage the SRO to participate in these planned meetings so they can be part of the discussion and solution-generation process

Additional resources are listed in the appendix

4. Key Dates

- SRO Toolkit Webinar and SRO Toolkit shared with LSC chairpersons and principals July 14
- LSC vote on SRO program between July 15 and August 14
- Safety and Security informs Board Members of LSC votes August 17
- August Board Meeting August 26
- Notification to LSCs and principals of the Board's decision and next steps August 27

5. LSC FAQs

Are we required to use the toolkit?

- LSCs and school leaders are not required to use the toolkit; it is an optional resource to help structure the discussion and vote if helpful

Are Student LSC Members allowed to vote on this matter?

- Yes. Student voice is imperative in this matter

What if our LSC does not have quorum?

- We highly encourage school leaders to engage their LSC and School Community to discuss this matter
- If the LSC does not have enough members to have quorum, the principal and Network Chief will make the final recommendation based on feedback from the School Community

Are Appointed LSCs (ALSCs) allowed to vote on this matter?

- Yes, ALSCs should follow this process to vote on whether the school wishes to maintain the SRO program

Our parent rep is no longer on the LSC because their child graduated in June, are we allowed to recruit a new rep to participate in this vote?

- LSCs are scheduled to hold their organizational meetings between July 1 and July 14, the LSC can fill parent and community vacancies when there is a vacancy

If our LSC has already voted on the SRO program for SY20-21, do we need to revote and follow this process using the toolkit?

- No - LSCs will not be required to take another vote but are welcome to do so if they would like to revisit the decision now or at any time during the school year

6. Samples of Research on School Resource Officers

The following page contains references to a sampling of available reports on the topic of school resource officers:

- Reports are intended to represent various perspectives on this topic to help inform the LSC's decision-making process
- The reports included in this sample were selected based on a combination of:
 - Age of report (*more recent information*)
 - Geographical relevance (*pertains to Chicago, if possible*)
- The reports included in this sample are by no means an exhaustive list; we encourage LSCs to conduct additional searches and reviews

6. Samples of Research

- 1) **Handcuffs in the Hallway**
Author: Michelle Mbekeani-Wiley
<https://www.povertylaw.org/wp-content/uploads/2020/07/handcuffs-in-hallways-amended-rev1.pdf>
- 2) **To Protect & Educate: The School Resource Officer and the Prevention of Violence in Schools**
Authors: Mo Canady, Bernard James, Dr. Janet Nease
<https://www.nasro.org/clientuploads/resources/NASRO-Protect-and-Educate.pdf>
- 3) **We Came to Learn**
Author: Advancement Project
<http://advancementproject.org/wp-content/uploads/WCTLweb/docs/We-Came-to-Learn-9-13-18.pdf?reload=1536822360635>
- 4) **Educators Support Black Lives Matter, But Still Want Police in Schools, Survey Shows**
Author: Holly Kurtz
<https://www.edweek.org/ew/articles/2020/06/25/educators-support-black-lives-matter-but-still.html>
- 5) **What Effects do School Resource Officers Have on Schools?**
Author: Richard Johnson, PhD
<https://www.dolanconsultinggroup.com/wp-content/uploads/2019/02/What-Effects-do-School-Resource-Officers-Have-on-Schools.pdf>
- 6) **The Impact of School Resource Officer Interaction on Students Feelings About School and School Police**
Author: Matthew T. Theriot
<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:5fd69bf-6c16-4127-9faf-6934e4418c3b#pageNum=1>

7. June 2020 Board of Education Presentation on School Resource Officers

Key data on School Resource Officers was shared with Board Members and the public during the Board of Education Meeting on June 24, 2020.

The presentation can be found here:

https://www.cpsboe.org/content/documents/school_resource_officer_update_june_2020.pdf

LSCs are welcome to use these data to support their discussions and decision-making.

8. SY19-20 Intergovernmental Agreement

The Intergovernmental Agreement (IGA) governing the work of School Resource Officers and the relationship between CPS and CPD can be found here:

https://cps.edu/About_CPS/Departments/Documents/SafetySecurity-Agreement_19-0828-EX4.pdf

- This IGA is under revision and will be updated prior to SY20-21
- Program improvements and changes to the IGA are reviewed in the Board Presentation shared on the previous slide

District Next Steps

- District will post English and Spanish SRO Toolkit on the CPS LSC website
- District will share relevant discipline data and school-specific SRO survey data with principals to inform LSC decision-making by Wednesday, July 15
- District will share google form link for principals to report their LSC's voting results by Wednesday, July 15

Q&A

Appendix: Sample Townhall Meeting Agenda

- SRO Program Background
 - Overview of how your school uses their SROs
- Decision Discussion
 - Suggestions: Share the template worksheet with LSC Members prior to the meeting or use the inputs to inform the LSC Meeting agenda and presentation
 - Share Discipline Data (school-specific info will be emailed to principals)
 - Share Survey Data (school-specific info will be emailed to principals)
- Open Discussion

Appendix: Quarterly Monitoring Resources

Principals and LSCs should plan to host quarterly monitoring reviews of the effectiveness of the program. Recommended Process:

- 1) Develop program vision and goals at the beginning of the year
- 2) Set up an implementation plan to achieve your goals
- 3) Set up an evaluation process to measure progress towards goals
- 4) Plan to include updates quarterly at LSC Meetings

Appendix: Quarterly Monitoring Resources

- 1) Develop program vision and goals at the beginning of the year
 - Include school community stakeholders, especially students, in setting the vision and the goals
 - Involve SROs in the discussions with school community stakeholders
 - Refer to the principals SRO Webinar January 2020 for additional ideas
 - Set goals that are both quantitative (e.g. discipline data, calls to service to CPD, surveys) and qualitative (e.g. focus groups)
 - Once goals are set, ensure that all school community members are aware of the expectations

Appendix: Quarterly Monitoring Resources

- 2) Set up an implementation plan to achieve your goals
 - Engage students and staff as part of the implementation plan
 - Set milestones
 - Set regular check-ins to monitor progress
 - It's okay to change or adjust the plan as new information becomes available

Appendix: Quarterly Monitoring Resources

- 3) Set up an evaluation process to measure progress towards goals
 - Identify how you will measure the effectiveness of the program
 - Questions to ask:
 - For each goal, what are ways to measure how well we're doing?
 - What data do we have access to and what additional data do we need?
 - How can we ensure that we are measuring the feedback from all school community stakeholders?

Appendix: Quarterly Monitoring Resources

- 4) Plan to include updates quarterly at LSC Meetings
 - Prepare a template that you can use to give regular updates for each of the goals and their respective progress
 - Solicit input from all school community members to ensure that your information is aligned with stakeholder expectations
 - Adjust your plans as appropriate based on feedback