

**Memorandum of Understanding  
Between**

**THE SAN FRANCISCO POLICE DEPARTMENT and  
THE SAN FRANCISCO UNIFIED SCHOOL DISTRICT**

## TABLE OF CONTENTS

<u>Section</u>	<u>Item / Description</u>
1	Term of the Agreement
2	Effective Date of the Agreement
3	Program and Program Coordination
4	Reports
5	Hiring and Assignment of SROs
6	SRO Selection
7	Coordination Between SRO Coordinator, SROs, and Schools <ul style="list-style-type: none"><li>a. SRO Coordinator</li><li>b. SRO</li></ul>
8	Cooperation with SFUSD Staff
9	Community Outreach
10	Campus Security
11	Requesting Police Assistance
12	Procedure for School Staff to Request Police Assistance
13	Reporting Criminal Activity
14	Student Discipline
15	Officer Entry on a School Campus
16	Arrests on School Campus
17	Notification of Parent <u>Upon Arrest</u>
18	<u>Police Interviews on School Campus</u> <u>, Opportunity for Parent to be Present, and Option for</u> <u>Student to Have An Adult of His or Her Choice Present Prior to Any Questioning or</u> <u>Interrogation</u>
<del>19</del>	Location of Arrest, Privacy of Student, and Consideration of Campus Climate
<del>20</del>	Graduated Responses to Low-Level School Based Offenses
<del>21</del>	Training on and Distribution of MOU and Cross-Agency Professional Development For Personnel and School Community
<del>22</del>	Language of Mutual Respect
<del>23</del>	Uniform
<del>24</del>	Feedback / Disputes Related to the SRO Program / Complaint Process
<del>25</del>	School Site Principals' Duties Regarding SRO Program
<del>25</del>	<u>Student Advisory Council</u> [Move to Section 4]

The San Francisco Police Department (SFPD) and the San Francisco Unified School District (SFUSD) enter into this Memorandum of Understanding (MOU), made this XX day of XXXXX in the year of 2019, in the City and County of San Francisco, State of California, in order to ensure safety and foster positive police/youth engagement within primary and secondary public schools in the City and County of San Francisco while also avoiding unnecessary criminalization of SFUSD students for whom arrest and juvenile court involvement creates serious potential long-term consequences. This MOU will replace the previous MOU between the SFPD and the SFUSD, dated January 14, 2014, as well as any amendments thereto.

**1. TERM OF THE AGREEMENT**

This MOU shall remain in effect for 5 years from the date of full execution. The terms of this MOU may be modified or amended at any time by written agreement of both parties. Either party may terminate this agreement upon 90 days advance written notice.

**2. EFFECTIVE DATE OF THE AGREEMENT**

This MOU shall become effective on the date that it is signed by both the San Francisco Chief of Police and the Superintendent of SFUSD, and is approved by the San Francisco Board of Education (BOE), whichever comes last.

**3. PROGRAM AND PROGRAM COORDINATION**

SFPD will coordinate the SRO Program with the SFUSD. This program consists of SFPD School Resource Officers (SRO) who are assigned to and maintain a presence at police stations throughout the city and are also assigned to serve as the primary officers working with one or more schools in the SFUSD when the need for police support arises, as defined in this MOU.

SFPD will maintain a position for a School Resource Officer Coordinator (Lieutenant / Captain or equivalent) who will coordinate the planning, budgeting, management and agency leadership for the SRO program; provide program monitoring and assistance with problem solving; and will handle coordination between the SFPD Chief of Staff Office, District Station Captains, SFUSD, School Site Administrators and SROs. The SRO Coordinator will act as the liaison with the SFUSD to ensure coordination of other programs conducted by other divisions of the SFPD, avoid redundant services, ensure equitable distribution of such program services, and help maintain a line of communication between the schools and the SFPD. The SRO Coordinator will maintain a list of the SROs and their assignments by station and school and provide that list, as well as any updates, to the Superintendent or designee on a quarterly basis, or more frequently if assignments of SROs are changed. The list shall include a contact work phone number and/or work email address for each SRO.

The Superintendent or designee will work with the SRO Coordinator to coordinate the SRO Program, including but not limited to distributing this MOU to school sites and educating school sites regarding the provisions of this MOU and their responsibilities under the MOU.

**4. REPORTS**

SFPD will provide SFUSD a monthly written report to be filed with the BOE regarding the:

- (A) School site crime incidents reported to, or observed by, SRO/SFPD disaggregated by school-site, offense, and student subgroup, including but not limited to age, race, ethnicity and gender.
- (B) Number of times that SRO / SFPD was called to schools, disaggregated by school site.
- (C) Number of arrests of students made:
  - (1) By SFPD on SFUSD school sites for school related offenses.
  - (2) By SFPD on SFUSD school sites for non-school related offenses.
  - (3) By SFPD off SFUSD school sites for school related offenses.

Such data shall be disaggregated by school-site, offense, and student subgroup, including but not limited to age, race, ethnicity, and gender, with information about the disposition of the matter.

Note: When making arrests of students on SFUSD school sites, SFPD shall consider the “Arrests on School Campuses” section of this MOU, regardless of assignment (SRO, Patrol, Investigations, Detective, etc.).

- (D) Truancy:
  - (1) The number of home visits conducted by SROs
  - (2) A general description of the police action taken regarding the home visits
  - (3) Other relevant information concerning SRO Action in “Truancy Abatement” efforts, including the number of students cited or referred to the Truancy Court, or other Juvenile Court that adjudicates truancy cases, if the Truancy Court is abolished, rather than being returned to school or referred to another diversion or support program.
- (E) Referrals: Number of referrals of students from school sites to wellness centers, medical facilities, tutors, mentors or other resources in lieu of arrest or citation.
- (F) Family and Children Services (Child Welfare): Number of referrals of students on school sites made to Child Protective Services.
- (G) Any other information the SFPD believes is relevant, including but not limited to information regarding the nature of any collaborative efforts between the parties.

For purposes of this section, school site is defined as the property upon which the school is located, including any sidewalks and entrances abutting or surrounding the school. It also includes any location where a school sponsored event is being held for the duration of such event.

Three times a year the SRO Coordinator and the Superintendent or designee shall provide a report to the SFUSD Board of Education regarding the information contained in the aforementioned monthly reports

and be available to answer any questions posed by the community related to safety, disproportionate minority contact, if any, student arrests or citation rates, or any other issue. This report to the BOE shall specifically address any efforts to reduce disproportionate minority contact with police and the juvenile justice system and reduce the rate of school-based arrests and citations while maintaining a safe school climate.

**A copy of this report shall be provided to the Student Advisory Council for review and comment.**

## **5. HIRING AND ASSIGNMENT**

SFPD is responsible for the recruitment and assignment of officers to SRO position and with the provision of necessary training and equipment. SFPD will prioritize the assignment of officers to SRO positions who have experience and training in community policing, youth development, and restorative practices.

## **6. SRO SELECTION**

The SRO Coordinator and Station Captain shall consult with the site principals prior to the assignment of a new SRO to identify any special needs or concerns to be taken into consideration during the selection process of the SRO.

The site principal shall take into consideration any concerns expressed by students or parents at that site, including those opinions expressed in the school site climate survey or other school questionnaires or surveys, regarding SRO or police officer interactions with students on the school site and provide such information to the SRO Coordinator and Station Captain. No confidential information shall be disclosed.

## **7. COORDINATION BETWEEN SRO COORDINATOR, SROs AND SCHOOLS**

### **(A) SRO Coordinator**

The SRO Coordinator will meet at least once per school year with the SROs and site principals and shall be invited by the **Superintendent or designee** of SFUSD to one or more meetings for school site principals. If possible, a meeting shall occur before the school year or at the beginning of the school year for the SRO Coordinator to review school and SFPD expectations, requirements and operational procedures with SROs, principals and security staff.

During the second semester, another meeting should be held to address any issues or concerns that may have arisen since the last meeting.

### **(B) SCHOOL RESOURCE OFFICER (SRO)**

With a goal of improving school climate, SROs shall meet at least one time per semester with their assigned school principals and any members of the safety team to exchange information about current crime trends, problem areas, emerging youth gangs, or other issues of concern which have potential for disruption in the school or within the community, and to strategize on how to improve school safety. At

such time, if SROs have engaged in proactive and preventative strategies with youth, such as connecting them with community based resources, mentors, or tutors, this should also be discussed.

## **8. MUTUAL COOPERATION BETWEEN SFPD AND SFUSD STAFF**

The SRO, like all other SFPD police officers, is a sworn member of the San Francisco Police Department assigned to provide law enforcement expertise and resources to assist school site staff in maintaining safety within their assigned school(s). Although the SRO and other police officers are supervised by SFPD, and not the SFUSD, the SRO and any other police officers working with or interacting with a school in SFUSD shall take reasonable steps to work cooperatively with school administrators, consistent with his/her responsibilities and perform the duties outlined in this MOU in accordance with the policies, rules and regulations of the SFUSD. In performing these duties, the SRO and any other police officers working with or interacting with a school in SFUSD shall comply with all SFPD General Orders and policies and all applicable local, state and federal laws. The SRO and any other police officers working with or interacting with a school in SFUSD will maintain familiarity with the SFUSD Student / Parent Handbook of rules and regulations.

Likewise, SFUSD staff, although not supervised by SFPD, will, at all times respect the authority of SFPD Officers and their responsibility to maintain safety for the citizens of San Francisco. It is expected of all SFUSD staff (administrators, teachers and support staff) that every effort will be made to establish and maintain a relationship of mutual respect and cooperation with all members of the SFPD.

## **9. COMMUNITY OUTREACH**

To the extent feasible, SROs will participate in positive student activities in the school community in order to build trusting and respectful relationships with students, families and staff. The SRO will collaborate with school based community organizations, parent teacher organizations, School Advisory Councils, student government and SFUSD staff to develop opportunities for positive activities, such as panel discussions mentoring programs, community coalitions or task forces.

Based on the availability of additional resources, members of the SRO program may offer the following types of assistance to elementary and middle schools:

- (1) Attending school staff meetings
- (2) Providing drug education / awareness training
- (3) Providing sexual assault awareness training
- (4) Providing gang awareness training, and
- (5) Providing internet safety and violence prevention education to site staff, parents, guardians and students

## **10. CAMPUS SECURITY**

SROs will augment school site administrators, faculty and security staff to keep schools safe from intruders. As practicable, the SRO will work with school security to identify security issues and to take reasonable steps to create a safer environment for students. However, the SRO is neither a member of the security staff nor a supervisor of security officers. SROs have primary responsibility for (1) handling

all calls for police service at the assigned school site, and (2) coordinating the response of other police resources at the school.

## **11. REQUESTING POLICE ASSISTANCE**

Police involvement should not be requested in a situation that can be safely and appropriately handled by the District’s internal disciplinary procedures. (SFUSD Board Resolution ~~as outlined in policy, BOE Res. No. 92-23A6, “Collaborating with the Community to Ensure Safe Schools”,~~ Adopted June 22, 1999.) (“Safe Schools Resolution”)

Site administrators shall only request police assistance when:

- (1) It is necessary to protect the physical safety of students ~~or~~ and staff

Examples: gun on campus; sexual assault; terroristic threats; distribution of child pornography; violence causing serious bodily injury

- (2) It is required by law

Examples: gun possession at school or on school grounds; drug sales; possession of dirk, dagger, knife with blade longer than 2.5 inches, tazer/stun gun, bb gun; attack, assault or physical threat of a school employee; possession of an explosive. (CA Education Code 48902, 44014, CA Penal Code 626.9, 626.10)

- (3) It is appropriate to address criminal behavior of persons other than students

Examples: unknown person attempting to abduct a child or taking photos or videos of students; person enters school grounds without authorization and refuses to leave (trespassing); adult engaging in threatening or harassing conduct toward students or staff on campus or at school sponsored event.

The examples listed above are not exclusive or limited to what is mentioned herein. Site administrators shall rely on their experience and reasonable discretion to determine when police assistance is necessary to protect the safety of students and staff. If the site administrator is in doubt, s/he shall collaborate with their Assistant Superintendent, Director and/or the Superintendent or designee for clarification and assistance.

## **12. PROCEDURE FOR SCHOOL STAFF TO REQUEST POLICE ASSISTANCE WHEN THE CRITERIA IN SECTION 11 ARE MET**

- A. Call 9-1-1 in an emergency or crisis situation and notify the site administrator as soon as possible.
- B. If there is no immediate danger to students or others, a staff member should always contact a site administrator to make the decision about whether to request police assistance for an incident involving potentially criminal behavior by a student, based on criteria in the section 11 for Requesting Police Assistance.
- C. The site administrator shall notify the Assistant Superintendent and enter a written incident report the same day to detail police response to an incident involving a student and as required by District policy. Such written reports shall be logged into the SFUSD centralized data system **known as** Synergy and data regarding such incidents and calls for police assistance shall be provided in aggregate form. The data may be further disaggregated by criteria such as school-site, race, ethnicity, gender, and age of the student or students involved in the incident for which the police contact was initiated, as long as the disaggregation does not reveal individualized

information to the general public or relevant school community. This data will be provided in a written report at the three times a year BOE meetings discussed in Section 4 of this MOU.

Disproportionate use of police intervention in inappropriate situations shall be cause for corrective action by the District.

Officers should not be requested to interview students or collect evidence for expulsion hearings UNLESS the employee believes that such an investigation would pose a danger to themselves or others. (BOE Resolution No. 92-23A6, Adopted June 22, 1999, and attached hereto as Attachment A)

For example, officers may be asked to assist with search and removal of firearms or of child pornography that cannot be viewed or collected by school staff.

### **13. REPORTING CRIMINAL ACTIVITY**

Criminal activity that must be reported pursuant to Education Code Section 48902, will be reported to the SRO, or to the SFPD if the SRO is not available.

### **14. STUDENT DISCIPLINE**

SFUSD Administrators have primary responsibility to ensure consistent enforcement of school rules and policies. Neither the SRO nor any other SFPD officer shall act as a school disciplinarian. Disciplining students is a school responsibility.

Pursuant to BOE policy, SFUSD Administrators shall prioritize alternatives to school removals and police involvement, such as the use of Restorative Practices (see BOE Resolution No. 96-23A1, “In support of a Comprehensive School Climate, Restorative Justice and Alternatives to Suspension and Expulsions.”).

### **15. OFFICER ENTRY ON SCHOOL CAMPUSES**

Absent exigent circumstances, SFPD officers should notify school officials (e.g., site administrators, Dean or Head Counselors) of their presence and/or purpose on SFUSD property. During the meeting between the SRO Coordinator and the site principals before school starts or at the beginning of the year, the SRO Coordinator shall receive a list of school contacts to be used for this purpose.

Exigent circumstances are defined as circumstances that would cause a reasonable person to believe that prompt action is necessary to prevent physical harm to persons, the destruction of relevant evidence, the escape of a person suspected of criminal activity, or other circumstance that frustrates legitimate law enforcement efforts. [Defer to SFPD definition]

### **16. ARRESTS ON SCHOOL CAMPUSES**

In an effort to minimize disruption to the learning environment, SFPD officers should consider the reasonableness of making an arrest on campus or summoning a student from a classroom. When considering whether it is reasonable to arrest or summon a student on campus, the officer shall consider the following:



- Whether the arrest or summoning is in response to the commission of a school-related offense (i.e., if the arrest is for conduct that occurred outside of school, this factor would weigh in favor of making the arrest outside of school);
- The seriousness of the offense (i.e., if the offense is a misdemeanor or does not present immediate danger to the school community, this factor would weigh in favor of making the arrest outside of school);
- Whether there is an imminent threat to public safety (i.e., if there is no immediate threat to public safety, this factor would weigh in favor of making the arrest outside of school);
- Federal, state and local requirements (i.e., if the law does not require immediate arrest, this factor would weigh in favor of making the arrest outside of school);
- Whether the officer is able to accomplish the arrest by other means (i.e., if the officer can make the arrest at another location, this factor would weigh in favor of making the arrest outside of school).

If the arrest is not reasonable given the considerations listed above, the arrest or summons of the student should be made at another time / place.

**17. NOTIFICATION OF PARENT UPON ARREST  
~~OPPORTUNITY FOR PARENT TO BE PRESENT, AND~~  
~~OPTION FOR STUDENT TO HAVE AN ADULT OF THEIR CHOICE PRESENT~~  
~~PRIOR TO ANY QUESTIONING OR INTERROGATION~~**

SFPD and SFUSD shall abide by Education Code Section 48906, which requires that a school official must make immediate parental / guardian notification upon police arrest of a student, excepting when the child is taken into protective custody as a suspected victim of child abuse or pursuant to Section 305 of the Welfare & Institutions Code. ~~SFUSD Board policy requires that a school official MUST call a parent / guardian and give such parent / guardian a reasonable opportunity to be present for any police interrogation, unless the child is a suspected victim of child abuse.~~

**18. POLICE INTERVIEWS ON SCHOOL CAMPUS**

~~When investigating a possible criminal violation occurring off school premises or not part of a school program, law enforcement agencies are encouraged to interview students away from school premises.~~

~~Properly identified law enforcement officers will be permitted to interview students on school premises as suspects or witnesses if the law enforcement officer has legal authority to conduct the interview, which includes: a warrant, court order, parent/guardian consent, or in exigent circumstances. The officer shall be required to provide their identification and verify the legal authority under which the interview is to be conducted. The principal or designee shall maintain a record of all documentation relative to law enforcement interviews of students. (SFUSD Board Policy 5145.11)~~

~~If the law enforcement officer has a warrant, court order, parent/guardian consent, or exigent circumstances exist, the principal or designee shall accommodate the interview in a way that causes the least possible disruption to the school process, gives the student appropriate privacy, models cooperation with local law enforcement agencies, and respects the interests of students, parents and the school community. (SFUSD Board Policy 5145.11)~~

Except in situations where the student is a suspected victim of child abuse, the school must immediately call the student's parents. Efforts to contact parents must include calling all numbers listed on an emergency card, including work numbers, pager numbers, and any number supplied by the student. (SFUSD Board Policy 5145.11) Assuming the cell phone is not confiscated as evidence by law enforcement, or absent any potential destruction of evidence, or other official police direction; under direct supervision, site administrators and/or law enforcement may also allow students to use their personal cellular devices to contact their parents / guardians.

Parents must be given reasonable opportunity to come to the school and be present for any police interview. If a parent cannot be found, the school site should offer the student the option of having an adult of his or her choice from the school available during an interview. In cases where the principal or designee is unable to contact the student's parent/guardian before the interview begins, the principal or designee shall notify the parent/guardian as soon as practicable after the law enforcement officer has interviewed the student on school premises. (SFUSD Board Policy 5145.11)

California law and SF Administrative Code require that prior to a custodial interrogation, and before the waiver of any Miranda rights, police will allow a student 17 years of age or younger to consult with legal counsel in person, by telephone, or by video conference. The consultation may not be waived. Welfare & Institutions Code Section 625.6; SF Admin. Code Chapter 96C.

~~Efforts to contact parents by SFUSD school officials must include calling all numbers listed on an emergency card, including work numbers, pager numbers, and any numbers supplied by the student. See SFUSD BOE Resolution No. 92-23A6, Adopted June 22, 1999 for more details.~~

~~If a parent / guardian cannot be found, the school site shall offer the student the option to have an adult of their choice from the school present and available during the interrogation. (SFUSD BOE Resolution No. 92-23A6, Adopted June 22, 1999)~~

Consistent with SFPD General Order 07.01, Section III, D.3.a., ("immediately prior to questioning a juvenile, [the SFPD officer] shall again advise the student of the Miranda admonishment. Such admonition shall be given in a language that is appropriate to the age and the sophistication of the student and in accordance with General order 5.20. In addition to the Miranda admonishment, the officer shall tell the juvenile that he or she may have a parent / guardian present before and during an interrogation.")

If, during an investigation, the student is currently being questioned as a victim or a witness, the same procedures shall apply to avoid any harm to a victim or witness who may later be considered a suspect.

## **198. LOCATION OF ARREST, PRIVACY OF STUDENT, AND CONSIDERATIONS OF CAMPUS CLIMATE**

Absent exigent circumstances, officers should coordinate with the principal or designee if after taking into account the reasonableness of such an arrest as outlined in section 16, they determine it is necessary to make an arrest on campus. To the extent practicable, a private location out of sight and sound of other students shall be arranged for the arrest that will help avoid invasion of the student's privacy, jeopardizing the safety and welfare of other students, and further disruption on the school campus. During the meeting between the SRO Coordinator and site principals before school starts or at the

beginning of the year, the SRO Coordinator shall receive a list of school contacts to be used for this purpose.

**SFPD officers (including SROs) shall take into consideration the student's right to privacy when being escorted off campus. Students who are arrested on campus and escorted off should be free from the public's view and/or reasonable attempts shall be taken to conceal the student's identity.**

### **2019. GRADUATED RESPONSE TO LOW-LEVEL SCHOOL BASED OFFENSES**

Subject to the exception described below, when SFPD officers make a school based arrest they should use the graduated response system outlined below and they shall make every effort to not refer a student to San Francisco County Juvenile Probation's Community Assessment and Referral Center (CARC) for the commission of a low-level school-based offense, unless the student has committed his or her third or subsequent similar offense during the school year. Low-level school-based offense(s) is defined as an offense involving battery without serious bodily injury, damage of school property, battery against a school employee, attempt to resist arrest, disturbing the peace, or possession of marijuana for personal use, to name a few.

- (A) First Offense: If a student commits a low-level school-based offense, an SFPD officer shall have the discretion to admonish and counsel or take no action
- (B) Second Offense: Upon the commission of a subsequent, similar low-level school-based offense in the same school year, law enforcement shall have the discretion to admonish and counsel, or require the student to attend an SFUSD or other diversion program.
- (C) Third or Subsequent Offense: For a student who commits a third or subsequent offense, SFPD may refer the case to CARC / Juvenile Probation for filing with the Court or further diversion. If the student has attended a diversion program in that year or any previous school year and the student has committed a similar low-level school-based offense, the next similar minor school-based offense may result in a complaint being filed with the Court.

Notwithstanding this graduated response system, an SFPD officer has the discretion to refer the case to CARC.

### **210. TRAINING ON AND DISTRIBUTION OF MOU AND CROSS-AGENCY PROFESSIONAL DEVELOPMENT FOR PERSONNEL AND SCHOOL COMMUNITY**

SFPD shall ensure that this MOU is distributed to all of its police officers and SROs and that appropriate training regarding the provisions of this MOU and their responsibilities under the MOU is provided.

The Superintendent or designee shall ensure that this MOU is distributed to all of its school sites and that appropriate training regarding the provisions of this MOU and staff responsibilities under the MOU is provided.

SROs and any police officers who may interact with SFUSD schools or school students will be encouraged to participate in at least one training per academic school year provided by SFUSD regarding Restorative Practices, youth development and choices, relevant confidentiality laws, special

education laws, and strategies for working and communicating effectively with students in the Special Education program. These trainings shall also include a significant youth-led component that focuses on building relationships with youth and understanding the perspective of youth. Youth-centered groups and commissions shall be consulted to develop training and provided with an opportunity to help lead the training.

SFPD and its SROs can provide professional development to SFUSD staff in the following areas: gang awareness and prevention; crisis response and personal safety, including sexual harassment. SFUSD security staff may avail themselves of SFPD trainings for their officers.

In an effort to establish and maintain a safe school environment, SROs can also provide expertise and training for the school community (students, staff and parents) with information regarding crime trends and current laws, including juvenile statutes and procedures relevant to schools.

SFUSD can invite and encourage SRO participation in professional development and training opportunities in the areas of Restorative Justice / Practices, Youth Development, teaching methodology and practice, and other educational reform initiatives to facilitate their understanding of the school culture. SFUSD can involve community based organizations to provide training for SROs.

The **Superintendent or designee** for SFUSD shall inform the SRO Coordinator about relevant trainings that are appropriate for SROs.

#### **221. LANGUAGE OF MUTUAL RESPECT**

The goal of this MOU with regard to language is to create an environment of mutual respect between SFPD members and the SFUSD's students, parents/guardians, teachers and administrators. All members of the school community shall treat each other with respect.

The SFPD's Rules of Conduct (SFPD General Order 2.01, Section 14) demands that members of the SFPD treat all people with respect and SFPD will promptly take action to address the use of inappropriate language toward students or school staff. Such Rules of Conduct apply at all times, including during an arrest or investigation.

It is expected under this MOU that SFUSD students and personnel adopt the same respectful tone and conduct with each other and with SFPD officers on and about SFUSD campuses and that SFUSD staff and students will not use incendiary language or profanity toward SFPD officers. SFUSD staff will promptly take action to address the use of inappropriate language toward SFPD officers.

#### **232. UNIFORM**

SROs shall wear their regulation SFPD uniform and operate a marked SFPD vehicle while on duty unless otherwise authorized by an SFPD supervisor.

**243. FEEDBACK/DISPUTES RELATED TO SRO PROGRAM OR THIS MOU**

~~The SFUSD Restorative Practices Task Force,~~ The SFUSD will convene a committee, which shall include at least two youth members, members of SFUSD, SFPD and a community organization. The committee shall hear feedback/disputes from parents/guardians, students, SROs and staff related to SRO, SFPD or SFUSD staff compliance with this MOU. To the extent permitted by law, the Task Force shall provide written findings to the person who filed the feedback/dispute within 21 calendar days after they are filed. The ~~Task Force committee~~ will provide findings and recommendations to the SFPD and SFUSD, related to the feedback/disputes within 21 calendar days after they are filed.

Additionally, parents/guardians, students and staff may file complaints with the Office of Citizens Complaints-Department of Police Accountability (DPA) for issues related to SFPD and its officers. In the event that the feedback/dispute involves SFUSD staff, the committee may forward the information to SFUSD's Human Resources Department Talent Management Team for appropriate action or file a complaint as permitted by SFUSD Board Policy 1312.1.

**254. SCHOOL SITE PRINCIPAL DUTIES REGARDING THE SRO PROGRAM**

It is the responsibility of the site principal to facilitate ongoing communication between the SRO and school staff. The site principal shall participate in meetings with the SRO Coordinator upon request of the SRO Coordinator and/or the Superintendent or designee and with the SRO as discussed in Section 7.

At least once each school year, the school site principal shall distribute a school climate survey to all students at the school to assess student safety and climate around student and police interactions and contact. The student climate survey shall be developed within 90 days of the effective date of this MOU in partnership with stakeholder groups and organizations that work with SFUSD students. Information from the school site survey shall be analyzed and aggregated at the school site and shared with the Superintendent or designee. The surveys shall be anonymous.

In the event that the site principal of the school to which the SRO is assigned feels that the particular SRO is not effectively performing their duties/responsibilities, or has a dispute or question regarding their SRO or concern that the terms of this MOU are not being followed, the site principal shall contact their Assistant Superintendent, the SRO Coordinator and the Station Captain as soon as it is practical to do so. The results of the school climate surveys shall be assessed to determine whether such a meeting should be initiated.

**25. STUDENT ADVISORY COUNCIL**

~~Representatives from the Student Advisory Council (SAC), including but not limited to the SAC Board of Representatives, shall have the opportunity to comment on the report given by the SFPD and SFUSD to the Board of Education related to the SRO program as detailed in Section 4. Individual members of the SAC who attend schools with an SRO may participate in school-site discussions about the SRO program.~~ [Move to Section 4]

**PARTY SIGNATURES TO AGREEMENT**

**IN WITNESS WHEREOF the parties hereto have executed this Memorandum of Understanding, effective upon signature of all parties below and approval by the San Francisco Unified School District Board of Education.**

\_\_\_\_\_  
William Scott, San Francisco Chief of Police  
San Francisco Police Department

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Vincent Matthews, Superintendent of Schools  
San Francisco Unified School District

\_\_\_\_\_  
Date

*Approved as to form:*

\_\_\_\_\_  
Angela Miller, Senior Deputy General Counsel  
SFUSD Legal Office

\_\_\_\_\_  
Date

\_\_\_\_\_  
\*\*\*INSERT NAME & TITLE HERE\*\*\*  
City and County of San Francisco / City Attorney's Office

\_\_\_\_\_  
Date

**SFUSD Board of Education approval date:**