



SANDRA "SAM" HIMMEL – SUPERINTENDENT OF SCHOOLS

*"Where Learning is the Expectation
And Caring is a Commitment"*

August 2, 2018

**SPECIAL MEETING: 1:00 P.M.
OF THE
CITRUS COUNTY SCHOOL BOARD
August 6, 2018**

THOMAS KENNEDY
DISTRICT 1

VIRGINIA BRYANT
DISTRICT 2

DOUGLAS A. DODD
DISTRICT 3

SANDRA COUNTS
DISTRICT 4

LINDA B. POWERS
DISTRICT 5

AGENDA:

SPECIAL MEETING: 1:00 P.M.

Opening Exercise

- I. ADOPTION OF AGENDA AS RECOMMENDED BY SUPERINTENDENT
- II. CITIZEN COMMENTS
- III. SCHOOL SUPPORT SERVICES, JONNY BISHOP
 - A. Approval of the 2018-2019 Agreement between the School Board of Citrus County and the Citrus County Sheriff's Office for the School Resource Officer Program
 - B. Approval of the 2018-2019 Agreement between the School Board of Citrus County and the Citrus County Sheriff's Office for the School Traffic Control
 - C. Approve the Citrus County School District Establishment of a District Police Department
 - D. Approve the Job Description for District Police Chief
 - E. Approve the Job Description for District Police Officer
- IV. ATTORNEY, LEGAL MATTERS
- V. ANY OTHER BUSINESS THAT NEEDS TO COME BEFORE THE SCHOOL BOARD
- VI. ADJOURNMENT

Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the Superintendent's Office at 726-1931, ext. 2206, prior to the date of the scheduled School Board Meeting.

REQUESTS FOR SCHOOL BOARD AGENDA

MM

Requested for August 6, 2018 School Board Meeting.
 Requested by Cheri Cernich Department of Risk Mgmt
 Additional contact(s)/originator Jonny Bishop
 Document Title 2018-2019 Agreement Between The School Board of Citrus County and The Citrus County Sheriff's Office for the School Resource Officer Program.

Board Action Required:

Presentation/Recognition _____ Information _____
 Consideration/Approval Request Board Approval of the 2018-2019 Agreement Between The School Board of Citrus County and the Citrus County Sheriff's Office for the School Resource Officer Program.

(This wording should be your actual motion to appear on the agenda)

Backup Material: attached _____ available in district office _____ other To be distributed

Executive Summary/Highlights:

The objectives of this program are to help educate students to develop into better citizens and provide a law enforcement presence in our schools. Full time School Resource Officers will be at all elementary, middle and high schools, and at Withlacoochee Technical College, CREST, Renaissance Center and the Academy of Environmental Science.

Strategic Goals:

- 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
- 2. Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships.
- 3. Other/Operational Activity

Strategies include:

- Innovative and research-based curriculum and program delivery systems;
- Emphasis on at-risk and special groups of learners (including gifted);
- Staff development, recruitment, and retention of workforce;
- Data systems (technology);
- Allocation of resources (human, physical, technological, financial);
- Career preparations;
- Community Connections

Financial Impact to the District: 1,110,080.00

Amount Budgeted 954,571.00 Additional Amount Requested 155,509.00

Funding Source: Project 38400- Safe Schools

Personnel:

Estimated Salary _____ hour _____ day _____ annual _____

Pay Grade/Level _____

Benefits _____ Terms of Position _____

Financial Impact reviewed by: Sammy Wilson

(Form Board Approved 7/10/07)

REQUESTS FOR SCHOOL BOARD AGENDA

MM

Requested for August 6, 2018 School Board Meeting.
 Requested by Cheri Cernich Department of Risk Mgmt
 Additional contact(s)/originator Jonny Bishop
 Document Title 2018-2019 Agreement Between The School Board of Citrus County and The Citrus County Sheriff's Office for the School Traffic Control.

Board Action Required:

Presentation/Recognition _____ Information _____
 Consideration/Approval Request Board Approval of the 2018-2019 Agreement Between The School Board of Citrus County and the Citrus County Sheriff's Office for the School Traffic Control.

(This wording should be your actual motion to appear on the agenda)

Backup Material: attached X available in district office _____ other _____

Executive Summary/Highlights:

The objective of this program is to facilitate an orderly and safe collection, transport and discharge of students, parents and staff to and from educational centers in various locations throughout the county.

Strategic Goals:

- 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
- 2. Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships
- 3. Other/Operational Activity

Strategies include:

- Innovative and research-based curriculum and program delivery systems,
- Emphasis on at-risk and special groups of learners (including gifted);
- Staff development, recruitment, and retention of workforce.
- Data systems (technology);
- Allocation of resources (human, physical, technological, financial);
- Career preparations;
- Community Connections

Financial Impact to the District: \$50,594.80

Amount Budgeted \$50,594.80 Additional Amount Requested _____

Funding Source: _____

Personnel:

Estimated Salary _____ hour _____ day _____ annual _____

Pay Grade/Level _____

Benefits _____ Terms of Position _____

Financial Impact reviewed by:

(Form Board Approved 7/10/07)

Jonny Wilson

**2018-2019 AGREEMENT
BETWEEN
THE SCHOOL BOARD OF CITRUS COUNTY, FLORIDA
AND
THE CITRUS COUNTY SHERIFF'S OFFICE
FOR**

SCHOOL TRAFFIC CONTROL

PREAMBLE

It is generally understood by both parties that School Traffic Control Officers will be responsible to provide for the safety of children at crossings near schools and to maintain a safe traffic flow. The absence of School Traffic Control Officers could endanger the lives of children and citizens. It is in the best interest of The School Board of Citrus County and the Sheriff's Office to cooperatively work to maintain the highest levels of safety for children and motorists.

The program objectives will be to facilitate an orderly and safe collection, transport and discharge of students, parents and staff to and from educational centers in the City of Inverness and various locations through the county.

It is understood that for the purposes of this agreement the term "Traffic Control Officer" refers to Traffic Control Officers, School Crossing Guards or Community Service Officers.

THIS AGREEMENT, made and entered into this 1st day of July, 2018 between THE SCHOOL BOARD OF CITRUS COUNTY, FLORIDA, (hereinafter referred to as the "School Board"), and THE CITRUS COUNTY SHERIFF'S OFFICE, (hereinafter referred to as the "Sheriff's Office");

WITNESSETH:

- A. The School Board and the Sheriff's Office desire to provide safety and traffic services to the public schools of Inverness; and
- B. A School Traffic Control Officer Program has been proposed for the public school system in Citrus County, Florida, as hereinafter described; and
- C. The School Board and the Sheriff's Office recognize the potential benefit of the School Traffic Control Program to the citizens and particularly the school children of Citrus County, Florida; and
- D. It is in the best interest of the School Board and the Sheriff's Office to establish this program;

NOW, THEREFORE, in consideration of the mutual agreement and covenants contained herein, the School Board and the Sheriff's Office hereby agree to the following:

ARTICLE I

ESTABLISHMENT

A School Traffic Control Program is hereby established for the public school system of Citrus County, Florida, for a 12-month period, annually commencing from the start of the official school calendar to one year later.

ARTICLE II

RIGHTS AND DUTIES OF THE SHERIFF'S OFFICE

The School Board will fund traffic Control Officers (Crossing Guards) for the 2018-19 school year. The Sheriff's Office will provide School Traffic Control Officers as follows:

See Attachment A, attached hereto and incorporated herein by reference

Additional zones, as mutually agreed.

The Sheriff's Office, with input by the respective principal, will determine the number of personnel needed to successfully fill the required posts and manage the program.

Regular Duty Hours of School Traffic Control Officers

1. Each School Traffic Control Officer shall be assigned on days school is in regular session.
2. The School Traffic Control Officer shall report to the assigned sites at the times listed on Attachment A.

Duties of the School Traffic Control Officers

1. The School Traffic Control Officers will work to expeditiously guide children across thoroughfares in the safest manner possible.
2. Officers are expected to minimize the frequency of interruption to vehicular traffic.
3. When school zones become congested, assigned Officers are to use their best efforts to improve traffic flow.
4. At the crossings/intersections traveled by school buses, School Traffic Control Officers will be trained to allow buses to proceed without prolonged or unnecessary delays to other vehicles.

ARTICLE III

RIGHTS AND DUTIES OF THE SCHOOL BOARD

The School Board shall cooperate and communicate with the Sheriff through the Sheriff's Office to provide appropriate services for the schools. The school district will make all appropriate efforts to maintain equitable services and related costs with other law enforcement agencies.

ARTICLE IV

FINANCING OF SCHOOL TRAFFIC CONTROL

The Sheriff's Office shall fund the School Traffic Control as follows:

Ancillary costs of all Traffic Control Officers, to include uniforms, equipment, training instruction.

The School Board shall fund the School Traffic Program in the sum of \$50,594.80. This sum shall be paid in equal quarterly installments no later than the 15 days following the end of the quarter then due.

ARTICLE V

EMPLOYMENT STATUS OF TRAFFIC CONTROL OFFICERS

Traffic Control Officers shall remain employees of the Sheriff's Office and shall not be deemed employees of the School Board of Citrus County. The Officers will be under the direct supervision, control and chain of command of the Sheriff.

ARTICLE VI

APPOINTMENT OF TRAFFIC CONTROL OFFICERS

The Sheriff's Office shall be responsible for the recruitment, interviewing and evaluation of the Traffic Control Officers and personnel as assigned through that agency.

ARTICLE VII

DISMISSAL/REPLACEMENT OFFICERS

If the Principal of a school believes that a Traffic Control Officer assigned to that school is not effectively performing his/her duties or responsibilities, the Principal shall recommend to the Superintendent that said Officer be removed from the program at that school and shall state the reasons in writing. Within (30) days after receiving the recommendation from the Principal, the Superintendent, or his/her designee shall advise the Sheriff or his/her designee of said request. If the Sheriff's Office so desires, a meeting between the Principal or their respective designee shall be arranged to mediate any problem(s) that may exist. The Officer's attendance at this meeting will be optional. If the problem cannot be resolved in thirty (30) days or in the event mediation is not sought by the Sheriff's Office, then the Officer will be removed from that school site by the Sheriff and a replacement obtained.

ARTICLE VIII

TERMINATION OF AGREEMENT

This Agreement may be terminated by either party upon 30 days written notice to the other party, indicating a dissatisfaction of performance in accordance with the terms and conditions of this Agreement. In the event this Agreement is terminated, reimbursement will be made to the Citrus County Sheriff's Office for all services rendered prior to the date of termination. Termination of this Agreement may only be accomplished as provided herein.

ARTICLE IX

NOTICES

Any and all notices or any other communication required or permitted with regard to the structure and scope of this Agreement, shall be deemed to have been given when deposited in the United States Postal Service as regular mail, postage, prepaid and addressed as follows:

Superintendent of Schools
Citrus County Schools
1007 W. Main Street
Inverness, Florida 34450

Sheriff of Citrus County
Citrus County Sheriff's Office
1 Dr. Martin Luther King Jr. Ave
Inverness, Florida 34450

ARTICLE X

GOOD FAITH

The School Board, the Sheriff's Office, their agents and employees agree to cooperate in good faith in fulfilling the terms of this Agreement. Unforeseen difficulties or questions will be resolved by negotiations between the immediate parties, sheriff and respective School Principal, or the Superintendent and Sheriff or their designees as deemed necessary.

ARTICLE XI

MODIFICATION

This document constitutes the full understanding of the parties and no terms, conditions, understandings or agreement purporting to modify or vary the terms of this document shall be binding unless hereafter agreed to in writing and signed by both parties.

ARTICLE XII

NON-ASSIGNMENT

This Agreement and each and every covenant herein shall not be capable of assignment unless express written consent of the School Board and the Sheriff's Office is obtained.

SIGNATURES

We, the undersigned, have reviewed this Agreement for the provision of the Traffic Control Officer Program and Facility Security Officers for sanctioned activities, and express our concurrence with the methodologies and goals contained. Revisions to this Agreement must be mutually approved by the Superintendent of Schools and the Sheriff of Citrus County.

Superintendent of Schools



Sheriff of Citrus County

Date



Date

Chairman of Citrus County Schools

Date

Attachment "A"

School Zones/Times

Bus Exit- Pleasant Grove Elementary	3:00pm-4:00pm
Hwy 41/Middle School Dr- Inverness Middle School	7:15am-8:15am/1:50pm-2:50pm
Main Entrance/Forest Ridge Elementary	8:20am-9:20am/3:00pm-4:00pm
Main Entrance/Forest Ridge Elementary	8:20am-9:20am/3:00pm-4:00pm
Education Path/Lecanto Primary/Lecanto High School	8:30am-9:30am/1:50pm-2:50pm/3:00pm-4:00pm
Crystal River High	7:00am-8:25am/2:00pm-3:00pm
Bus Entrance/Exit-Forest Ridge Elementary	3:00pm-4:00pm
Line St/Highland Blvd.- Citrus High	7:15am-8:20/8:30-9:30am/1:50pm-4:00pm
Middle School Rd/ Bus Ramp- Inverness Middle School	1:50pm-2:50pm
Rock Crusher Rd/Entrance to Rock Crusher Elementary	3:15pm - 4:15pm

MM

REQUESTS FOR SCHOOL BOARD AGENDA

Requested for August 6, 2018 School Board Meeting.

Requested by Suzanne Swain, Department of Human Resources

Additional contact(s)/originator Jonny Bishop

Document Title Job Description for District Police Chief

Board Action Required:

Presentation/Recognition _____ Information _____

Consideration/Approval: Approve Job Description for District Police Chief

(This wording should be your actual motion to appear on the agenda)

Backup Materials: attached X available in district office other _____

Executive Summary / Highlights:
Approve the Job Description of District Police Chief.

Strategic Goals:

- 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
- 2. Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships.

Other/Operational Activity

Strategies Include:

- Innovative and research-based curriculum and program delivery systems;
- Emphasis on at-risk and special groups of learners (including gifted);
- Staff development, recruitment, and retention of workforce;
- Data systems (technology);
- Allocation of resources (human, physical, technological, financial);
- Career preparation;
- Community Connections

Financial Impact to the District: Approximately \$96,165 with benefits for 1 Police Chief

Amount Budgeted _____ Additional Amount Requested _____

Funding Source: (3840) Safe School Funds

Personnel:

Estimated Salary _____ hour _____ day _____ annual _____

Pay grade/level _____

Benefits _____ Terms of Position _____

Financial Impact reviewed by: Sammy Wilson

(Form Board Approved 7/10/07-original)

**SCHOOL DISTRICT OF CITRUS COUNTY
JOB DESCRIPTION**

DISTRICT POLICE CHIEF

QUALIFICATIONS:

- (1) High School Diploma or Equivalent required, Associate degree or higher preferred
- (2) Five (5) years of experience in a related field OR five (5) years administrative experience in the school district
- (3) Certified Law Enforcement Officer in the State of Florida in accordance with FS 943.13
- (4) Computer literate with ability to use basic software programs and complete research appropriate to the position
- (5) First Aide and CPR/AED certification preferred
- (6) Have or obtain School Resource Officer Training within a specified time

KNOWLEDGE, SKILLS AND ABILITIES:

Perform various law enforcement job functions in a wide variety of situations and circumstances. Must be able to work effectively with law enforcement and non-law enforcement personnel during periods of high, medium and low stress situations. Must be able to perform law enforcement job functions during emergency situations, inclement weather, and other unsafe conditions. Ability to work effectively and communicate with supervisors, peers, students, District staff, and citizens. Must be able to think critically, collect and analyze information, draw conclusions, and make effective decisions. Must be able to maintain a high state of tactical and technical expertise. Ability to maintain the highest personal and professional standards. Must be able to conduct investigations, field interviews and police interrogations. Must be able to perform to required standards in conformance with the rules, standard operating procedures, and policies of the police department and District. Possess comprehensive knowledge of and ability to interpret Florida Statutes, federal laws, local ordinances, and District policies. Ability to follow verbal and written instructions. Ability to write, review and approve written reports and use computers.

REPORTS TO:

Director/Coordinator of Risk Management and Employee Relations

JOB GOAL

To direct and supervise the Citrus County School District Police Officers assigned to schools and work with the School Safety Specialist in the implementation of policies, procedures, responsibilities, and reporting related to public school safety functions to fulfil the goal of providing a safe and secure environment at all schools in the District.

SUPERVISORS:

District Police Officers

PERFORMANCE RESPONSIBILITIES:

- (1) Serves as Chief of Police for Citrus County School Board Police Department.*
- (2) Administers a comprehensive school police function, including but not limited to: law enforcement, criminal investigations, records management, emergency communications, youth and gang violence prevention and intervention, professional training and development, and student/community education. *
- (3) Administers the enforcement of and District compliance with local, state, and federal rules, regulations, and standards governing the law enforcement, safety, and security functions for the PreK-12 public education environment. *
- (4) Collaborates with the Director/Coordinator of Risk Management to coordinate and deliver school safety training. *
- (5) Work collaboratively with other law enforcement and District personnel to identify, prevent, mitigate, and respond to crime and dangerous situations.*

DISTRICT POLICE CHIEF (Continued):

- (6) Monitors safety deficiencies and makes recommendations for corrections. *
- (7) Ensure the safety of District personnel, students and citizenry. *
- (8) Works with safety committees to review and participate in development of school and district safety plans. *
- (9) Works collaboratively with law enforcement, County E.O.C., and other public or district departments.*
- (10) Be thoroughly familiar with school campuses, buildings, and contiguous areas. *
- (11) Assists with the design and placement of safety security cameras in schools and school buses for the transportation department; and administers the monitoring, viewing, collecting as evidence and distribution to law enforcement and school administrators of the security camera's footage. *
- (12) Maintain all lethal and non-lethal weapons in a high state of operational readiness and functionality. When on duty firearms must be in a high state of cleanliness and readiness at all times.*
- (13) Assists school personnel in the absence of their assigned District Police Officer. *
- (14) Immediately report loss, damage, or unserviceability of police equipment. *
- (15) Be able to effectively operate all issued/provided police equipment (including police vehicles).*
- (16) Perform job responsibilities with sustained focus and attention to detail for extended periods of time.*
- (17) Pass all firearms training requirements. *
- (18) Pass all less-lethal training requirements. *
- (19) Ability to lead others during times of high stress, emergencies and dangerous situations. *
- (20) Work professionally and collaboratively with all District personnel. This includes District Administration, Principal/Assistant Principals, staff, students, parents and other community stakeholders. *
- (21) Support and promote the overall vision of the Citrus County School District. *
- (22) Assist and support the District's vision for physical security, access control, visitor management and other safety-related initiatives.*
- (23) Assist school personnel to ensure that visitor management practices, policies and procedures are followed and that school grounds (campuses) are safe.*
- (24) Assist school personnel in the development and implementation of the required annual safety briefings and training at all schools and departments.*
- (25) Assist school personnel with the emergency management requirements associated with the opening of schools as shelters during emergencies. *
- (26) Serve as the shelter law enforcement officer when assigned to a school shelter.*
- (27) Assist the District to implement effective Drug Free Schools programs.*
- (28) Performs other safety, security, public safety, law enforcement, and emergency management duties as assigned.*
- (29) Sustained focus and attention to detail for extended periods of time.*
- (30) Perform other incidental tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:

Indoors and outdoors. Police officers are expected to work in a number of varying weather and environmental conditions. A work day may include morning, day and night hours. A day's activities may include standing, walking, running, bending, climbing, stooping, pushing, pulling, lifting, reaching, and sitting. Normal dexterity, visual acuity (with or without corrective lenses), hearing, talking, shouting, and firm grasping are also required to carry out essential functions. At times, physical resistance from active subjects may be encountered. Police officers are expected to be able to operate efficiently throughout the entire Use of Force Continuum.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

*Essential Performance Responsibilities

MM

REQUESTS FOR SCHOOL BOARD AGENDA

Requested for August 6, 2018 School Board Meeting.

Requested by Suzanne Swain, Department of Human Resources

Additional contact(s)/originator Jonny Bishop

Document Title Job Description for District Police Officer

Board Action Required:

Presentation/Recognition _____ Information _____

Consideration/Approval: Approve Job Description for District Police Officer

(This wording should be your actual motion to appear on the agenda)

Backup Materials: attached X available in district office other

Executive Summary / Highlights:
Approve the Job Description of District Police Officer.

Strategic Goals:

- 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
- 2. Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships.

Other/Operational Activity

Strategies Include:

- Innovative and research-based curriculum and program delivery systems;
- Emphasis on at-risk and special groups of learners (including gifted);
- Staff development, recruitment, and retention of workforce;
- Data systems (technology);
- Allocation of resources (human, physical, technological, financial);
- Career preparation;
- Community Connections

Financial Impact to the District: Approximately \$1,076,768 with benefits for 22 District Police Officers

Amount Budgeted _____ Additional Amount Requested _____

Funding Source: (3840) Safe School Funds

Personnel:

Estimated Salary _____ hour _____ day _____ annual _____

Pay grade/level _____

Benefits _____ Terms of Position _____

Financial Impact reviewed by: Sammy Wilson
(Form Board Approved 7/10/07-original)

SCHOOL DISTRICT OF CITRUS COUNTY JOB DESCRIPTION

DISTRICT POLICE OFFICER

QUALIFICATIONS:

- (1) High School Diploma or Equivalent
- (2) Certified Law Enforcement Officer in the State of Florida in accordance with FS 943.13
- (3) Computer literate with ability to use basic software programs and complete research appropriate to the position
- (4) First Aide and CPR/AED certification preferred
- (5) Have or obtain School Resource Officer Training within a specified time

KNOWLEDGE, SKILLS AND ABILITIES:

Perform various law enforcement job functions in a wide variety of situations and circumstances. Must be able to work effectively with law enforcement and non-law enforcement personnel during periods of high, medium and low stress situations. Must be able to perform law enforcement job functions during emergency situations, inclement weather, and other unsafe conditions. Ability to follow directions from supervisors and ranking officers. Ability to work effectively and communicate with supervisors, peers, students, District staff, and citizens. Must be able to think critically, collect and analyze information, draw conclusions, and make effective decisions. Must be able to maintain a high state of tactical and technical expertise. Ability to maintain the highest personal and professional standards. Must be able to conduct investigations, field interviews and police interrogations. Must be able to perform to required standards in conformance with the rules, standard operating procedures, and policies of the police department and District. Possess comprehensive knowledge of and ability to interpret Florida Statutes, federal laws, local ordinances, and District policies. Ability to follow verbal and written instructions. Ability to write, review and approve written reports and use computers.

REPORTS TO:

CCSB District Police Chief and assigned Principal

JOB GOAL

The District Police Officer is primarily responsible for working within the school system to build positive relationships between students, faculty, parents and community. Primary emphasis will be to work with students from Kindergarten through 12th Grade. Motivation to work with youth along with the ability to gain respect of adolescents and teenagers while holding them accountable for their actions are required traits of the officer assigned to the position. The District Police Officer will maintain a safe, secure and positive learning environment.

SUPERVISORS:

N/A

PERFORMANCE RESPONSIBILITIES:

- (1) Immediately and individually confront active shooters, violent intruders, suspicious persons, suspicious situations, and address dangerous situations.*
- (2) Promptly obey legitimate and lawful orders. *
- (3) Work collaboratively with other law enforcement and District personnel to identify, prevent, mitigate, and respond to crime and dangerous situations.*
- (4) Aid individuals who are in danger of physical or psychological abuse, bullying, or other traumatic harm.*
- (5) Ensure the safety of District personnel, students and citizenry.*
- (6) Create and maintain a feeling of safety and security at school facilities, campuses and schools.*
- (7) Promote and preserve peace. *
- (8) Communicate effectively with supervisors, peers, District personnel and other stakeholders so that pertinent information advances the achievement of police objectives.*
- (9) Be thoroughly familiar with assigned campuses, buildings, and contiguous areas. *

DISTRICT POLICE OFFICER (Continued):

- (10) Advise, update, and make recommendations to police supervisors on all matters related to the Citrus County School District Police Department and its operations. *
- (11) Advise, assist, and make recommendations to police supervisors and school administrators reference the design and implementation of effective school and school-based event protection strategies.*
- (12) Serve professionally and ethically as the Citrus County School Police Department's entry-level law enforcement professional.*
- (13) Maintain all lethal and non-lethal weapons in a high state of operational readiness and functionality. When on duty firearms must be in a high state of cleanliness and readiness at all times.*
- (14) Immediately report loss, damage, or unserviceability of police equipment. *
- (15) Be able to effectively operate all issued/provided police equipment (including police vehicles).*
- (16) Perform job responsibilities with sustained focus and attention to detail for extended periods of time.*
- (17) Responds to calls for service on school property or those relating to events on or around school property.
- (18) Pass all firearms training requirements. *
- (19) Pass all less-lethal training requirements. *
- (20) As an active member participate in assigned School Safety Committees and Threat Assessment Teams.*
- (21) Ability to lead others during times of high stress, emergencies and dangerous situations. *
- (22) Work professionally and collaboratively with all District personnel. This includes District Administration, Principal/Assistant Principals, staff, students, parents and other community stakeholders. *
- (23) Assist in the development of safety-related training for schools, school personnel, students, and certain positions such as front desk personnel, campus security monitors, cafeteria monitors, and other personnel.*
- (24) Support and promote the overall vision of the Citrus County School District. *
- (25) Respond to school needs, administrator and principal requests, and community inquires in a timely and effective manner. *
- (26) Assist school personnel to design and coordinate protection/security/response strategies for large and special events held on school properties. These include — but are not limited to — graduations, athletic events, musical events, assemblies, protests, and walkouts. This also includes events that are sponsored by community groups and held on school properties.
- (27) Assist and support the District's vision for physical security, access control, visitor management and other safety-related initiatives.*
- (28) Assist school personnel to ensure that visitor management practices, policies and procedures are followed and that school grounds (campuses) are safe.*
- (29) Assist school personnel in the development and implementation of the required annual safety briefings and training at all schools and departments.*
- (30) Assist school personnel to direct and supervise the annual physical audits and safety/security assessments of school campuses and buildings. Recommend corrective action to the police chief and school administrators as appropriate. *
- (31) Assist school personnel with the emergency management requirements associated with the opening of schools as shelters during emergencies. *
- (32) Assist school personnel with before and after care safety issues, student arrival and dismissal procedures, and special events. *
- (33) Be immediately responsive when requested by school personnel to respond to a safety, security, police, or emergency management event on school property or in close proximity to school property.*
- (34) Serve as the shelter law enforcement officer when assigned to a school shelter.*
- (35) Assist the District to implement effective Drug Free Schools programs.*
- (36) Performs other safety, security, public safety, law enforcement, and emergency management duties as assigned.*
- (37) Sustained focus and attention to detail for extended periods of time.*
- (38) Perform other incidental tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:

Indoors and outdoors. Police officers are expected to work in a number of varying weather and environmental conditions. A work day may include morning, day and night hours. A day's activities may include standing, walking, running, bending, climbing, stooping, pushing, pulling, lifting, reaching, and sitting. Normal dexterity, visual acuity (with or without corrective lenses), hearing, talking, shouting, and firm grasping are also required to carry out essential functions. At times, physical resistance from active subjects may be encountered. Police officers are expected to be able to operate efficiently throughout the entire Use of Force Continuum.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

*Essential Performance Responsibilities