

**INTER-LOCAL AGREEMENT  
FOR POLICE AND CROSSING GUARD SERVICES  
BETWEEN DEER PARK INDEPENDENT SCHOOL DISTRICT AND  
THE CITY OF DEER PARK**

**Purpose**

The purpose of this agreement is to provide professional law enforcement and school crossing guard services by the City of Deer Park Police Department for Deer Park Independent School District campuses. The parties hereto agree that it is to their mutual benefit and the benefit of their citizenry to enter into this agreement. The health, safety, and welfare of the students and staff of Deer Park Independent School District and the citizens of the community will be benefited.

Pursuant to Texas Government Code Article 791.001, one or more public agencies may contract with one another to perform governmental services, which each itself, is by law authorized to perform.

Deer Park Independent School District (DPISD) and the City of Deer Park desire to establish an Inter-local Agreement to allow for the above-described relationship. The terms of this Agreement are not intended to establish or to create any rights in any persons or entities other than the parties. The law enforcement services provided by the Deer Park Police Department (DPPD) under this agreement shall be known as the **School Resource Officer (SRO) Program**. The services provided for the protection of children crossing public streets shall be known as **School Crossing Guard Services**. The terms of this agreement are as follows:

**Duration**

This agreement will commence on August 1, 2024, and expire on July 31, 2025. This agreement may be extended, or canceled by either of the participating agencies by giving ninety (90) days written notice to the other participating agency.

**Personnel Provided**

DPPD will provide School Crossing Guard Services at locations where it is determined that their presence is necessary for the safety of children crossing public streets. School Crossing Guard Services will be provided to and from school during the **172** days school is in session during the 2024/2025 school year. DPISD and DPPD will agree upon assignments and crossing locations before the school year begins. For the 2024/2025 School Year, there will be 18 Crossing Guard locations that serve DPISD. DPPD reserves the right to assess needs at Crossing Guard locations and adjust overall staffing levels, if warranted. In the event staffing levels change, DPPD will notify DPISD of any staffing changes.

DPPD will provide ten (10) police officers and one (1) police sergeant to staff the SRO Program for the 2024/2025 school year. Ten (10) officers and one (1) police sergeant will be assigned full-time to SRO duties during the 172 days school will be in session

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during the 2024/2025 school year. School Resource Officers will be assigned to high school campuses, junior high campuses, and elementary campuses within the city limits of Deer Park. DPISD and DPPD will agree upon campus assignments and campus combinations before the school year begins.

Two (2) officers will be assigned to Deer Park High School – South Campus. Two (2) officers will be assigned to work Deer Park High School – North Campus. One (1) officer will be assigned to Deer Park Junior High. One (1) officer will be assigned to Bonnette Junior High. One (1) officer will be assigned to San Jacinto Elementary. One (1) officer will be assigned to Dabbs Elementary. One (1) officer will be assigned to Carpenter Elementary. One (1) officer will be assigned to Deer Park Elementary. The SRO Sergeant will maintain an office at Deer Park High School – South Campus. The SRO Sergeant’s primary duties will involve supervising the SROs and serve as a liaison between DPPD and DPISD.

Summer school, 2025, will consist of **25** days at various DPISD campuses, inside the City of Deer Park city limits. SRO assignments for summer school duties will be at the discretion and direction of DPPD.

SROs and School Crossing Guards shall remain as employees of the City of Deer Park and the Police Department and shall be at the control and supervision of their police supervisors. Complaints or problems with SROs or School Crossing Guards shall be directed to the Chief of Police or his designee. In the event of unresolved disputes, the Chief of Police will have final authority.

### **Compensation**

DPISD will pay DPPD seventy percent (70%) of the annual salary, equipment, training, and primary benefits of the ten (10) police officers and one (1) police sergeant for the 2024/2025 school year. DPISD will pay DPPD ninety percent (90%) of the total annual cost of School Crossing Guard Services provided to DPISD Schools for the 2024/2025 school year. The City of Deer Park agrees to maintain records related to the attendance, pay, and activities of the personnel assigned to the School Crossing Guard Services and School Resource Officer Program.

### **Fuel and Vehicle**

DPISD will compensate DPPD for police vehicles with emergency equipment used by SROs in their daily duties. The prorated cost for a Police Unit with installed equipment using straight-line depreciation and recovery is \$3,467.42 annually, per vehicle. Additionally, annual preventive maintenance and fuel cost are estimated at \$8,793.49, per vehicle. Total annual vehicle cost for eleven (11) police vehicles is estimated at \$12,260.91 per vehicle, for a total of **\$134,870.01**. DPISD is responsible for seventy percent (**70%**) of the total fuel, preventative maintenance costs and depreciation.

## **Miscellaneous**

Any additional costs, such as laptops and additional police equipment associated with the professional law enforcement services provided in this agreement will be the responsibility of DPISD seventy percent (70%) and the City of Deer Park thirty percent (30%).

## **Payment Schedule**

Payment for School Crossing Guard Services shall be made to the City of Deer Park annually. It is the intent of this agreement that annual payments be made by DPISD to the City of Deer Park based upon billings of actual expenses incurred in the prior school year. The City of Deer Park shall submit a bill to DPISD by the fifteenth (15<sup>th</sup>) of July each year, and payment will due by the thirtieth (30<sup>th</sup>) of July.

Payment for the SRO Program shall be made to the City of Deer Park on a monthly basis and shall be due on the thirtieth (30<sup>th</sup>) day of each month, beginning September 30, 2024, and continuing through August 31, 2025. It is the intent of this agreement that monthly payments be made by the DPISD to the City of Deer Park based upon billings for actual expenses incurred. The City of Deer Park shall submit bills to the DPISD by the fifteenth (15<sup>th</sup>) of each month for actual expenses incurred in the prior month and payment will be due by the thirtieth (30<sup>th</sup>) of that month.

## **Continuing Education**

SROs shall be scheduled to attend and participate in mandatory training set out by law or policy, and in reasonable training programs that directly impact their ability and skills as SROs.

## **Scheduling**

The DPPD reserves the right to assign SROs to a police function in the event of an emergency or situation that dictates a call-up of personnel.

SROs may work part-time off-duty jobs at school-approved functions. SROs shall have the right to refuse to perform any off-duty employment and shall not be required in any manner by the City of Deer Park to perform any off-duty employment. DPISD shall offer such employment, only as a separate and independent employer, and DPISD may offer the SRO the right of first refusal for such employment. DPISD shall not state or imply that such additional employment is not voluntary or that any work condition as an SRO is dependent upon the SRO's agreement to perform any off-duty job.

The SRO will be permitted a thirty (30) minute paid lunch period. Like patrol officers, the SRO will be subject to emergency calls during lunch.

A substitute officer will be provided after ten (10) days absence of an SRO. DPISD will not be required to reimburse DPPD for the time SROs are on sick leave when a substitute officer has not been assigned.

SROs will use City vehicles and carry City radios.

DPISD will provide, at no cost to the City, office space in the campus to which the officer is assigned. The office space must provide the privacy necessary to conduct confidential interviews and other police related business. DPISD will also provide the SRO Sergeant with a private office at his assigned duty location. DPISD will also provide computers and telephones, as well as access to copiers and file cabinets. When this agreement is terminated, these facilities and equipment shall be the sole property of DPISD.

### **School Resource Officer Duties**

The SROs primary responsibility is to enforce the law. This may include responding to calls for assistance, preventative patrol, making arrests, and conducting follow-up investigations on campus. The SROs should be contacted for all on-campus responses; however, in the event of an emergency, that requires additional officers, or in the absence of the SRO, the 9-1-1 reporting system should be utilized. SROs should maintain close liaison with campus personnel and be familiar with potential problems. SROs have the discretion afforded them under the Departmental Rules and Procedures as to what enforcement action is taken when a law is violated. Enforcement action decisions made by the SRO will be subject to approval by their chain of command.

SROs may be contacted by DPISD to deal with law enforcement situations that exceed DPISD's ability to handle administrative and/or emergency situations that require rapid police response and the special knowledge or expertise an SRO can offer. SROs will take permissible enforcement action when necessary. SROs will not enforce DPISD regulations or rules unless the violation of such rule or regulation constitutes a violation of a state law or city ordinance.

Nothing in this agreement shall limit or eliminate the need to utilize the 9-1-1 reporting system, or the use of additional Deer Park Police officers to handle or supplement calls for service. Use of 9-1-1 is encouraged for priority calls even if an SRO is also called.

SROs shall be responsible for handling minor, non-priority incidents typically handled by Deer Park Police Officers. These incidents include, but are not limited to, collisions, burglary/theft reports from personnel or students, parking lot details, traffic, or fire lane violations, etc.

The ultimate goal of the SRO is to maintain a peaceful environment that allows the learning process to continue uninterrupted.

## **Liaison Duties**

DPISD Superintendent or designee will meet periodically with the Chief of Police or his designee and/or representatives from the City of Deer Park to discuss and evaluate the police and crossing guard services provided by this agreement.

It shall be the responsibility of the SROs to maintain close liaison with DPISD faculty, staff, and administrators of their assigned campus. The SRO Sergeant will ensure all designated school campuses are adequately staffed by SROs.

Modifications, if required, will be recommended to the governing boards of both entities.

## **Equipment Provided by Deer Park Police Department**

The DPPD will provide SROs with uniforms and issue equipment in accordance with departmental procedures. DPPD will also provide law books, report forms, computer software utilized for the reporting and investigation of crime. When this agreement is terminated, this equipment shall be the sole property of DPPD

## **Indemnity**

The City of Deer Park shall be liable for and agrees to indemnify, save harmless and defend the Deer Park Independent School District from any and all claims, causes of action and damages of every kind arising from the negligent actions of the School Resource Officers conducted in performance of this Agreement.

The Deer Park Independent School District shall be liable for and agrees to indemnify, save harmless and defend the City of Deer Park from any and all claims, causes of action and damages of every kind arising from the negligent actions of its employees and agents conducted in performance of this Agreement.

To indicate your acceptance of this agreement, please sign, date, and return the enclosed copy of this agreement. Once accepted, this document will represent the complete agreement between Deer Park Independent School District and the City of Deer Park Police Department for the School Resource Officer Program and School Crossing Guard Services.

This agreement is entered under authority of and in accord with the provisions of Chapter 791, Texas Government Code.

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James J. Stokes, City Manager  
City of Deer Park

Date \_\_\_\_\_

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Gregory L. Grigg, Chief of Police  
City of Deer Park

Date \_\_\_\_\_

\_\_\_\_\_  
Stephen Harrell, Superintendent  
Deer Park Independent School District

Date \_\_\_\_\_

\_\_\_\_\_  
Rhonda Lowe, Board President  
Deer Park Independent School District

Date \_\_\_\_\_