



SRO Management Course

COURSE DESCRIPTION: This course is designed for supervisors and administrators who have the responsibility of implementing, supervising, managing and evaluating an SRO program. The goal is to provide managers with information, skills and strategies to develop, coordinate and maintain a successful SRO program in their school community.

COURSE OBJECTIVES: At the conclusion of the course, students will be able to do the following:

1. Understand the roles and responsibilities of SRO's.
2. Prepare mission statements for SRO programs.
3. Interview and select SRO's.
4. Supervise and evaluate SRO's.
5. Have an understanding of police/school partnerships and contracts.
6. Maintain positive relationships between SRO's and school administrators.
7. Gain department support for the program.

PREREQUISITES: It is recommended that the student attend the Basic course before attending the Management course.

TEACHING METHODOLOGY: This course uses a combination of classroom and interactive techniques, lecture, power point presentations, video presentation, handout materials and practical scenarios

REQUIRED FACILITIES AND EQUIPMENT: This course requires a classroom with tables and chairs. It also requires a Laptop Computer, Projector, Dry Erase Board or Flip Chart.

REFERENCES: Instructors use the NASRO Management Course manual to teach the class.

METHODS OF EVALUATION: Successful completion of the course requirements will be measured by student participation and a written exam on the final day of the class.

ATTENDANCE POLICY: Attendees of the Management class will be allowed to miss no more than 10% of the course time. Those individuals who miss more than the allowed time will receive “certificates of attendance” rather than the standard “certificate of completion”.

CONTENT OUTLINE:

- Foundations of School Based Law Enforcement
- SRO program goals/ objectives
- Selection and orientation of the SRO
- SRO program enhancement
- School related legal issues
- Critical Incident Management
- SRO program and performance
- SRO problem solving scenarios

24-Hour School Resource Officer Management Agenda

Day One

| | | |
|-------|----------|---|
| 8:00 | 10:00 am | Foundations of School Based Law Enforcement |
| 9:00 | 12:00am | SRO Program Goals/Objectives |
| 12:00 | 1:00pm | Lunch (on your own) |
| 1:00 | 5:00pm | Selection & Orientation of the SRO |

Day Two

| | | |
|-------|---------|------------------------------|
| 8:00 | 10:00am | SRO Program Enhancement |
| 9:00 | 12:00am | School Related Legal Issues |
| 12:00 | 1:00pm | Lunch (on your own) |
| 1:00 | 2:00pm | Critical Incident Management |

Day Three

| | | |
|-------|----------|------------------------------------|
| 8:00 | 10:00am | SRO Program & Performance |
| 10:00 | 11:00am | SRO Problem Solving Scenarios |
| 11:00 | 12:00 pm | Local / State Issues |
| 12:00 | 1:00 pm | Lunch (on your own) |
| 1:00 | 4:00 pm | Local / State Issues (continued) |
| 4:00 | 5:00 pm | Testing & Evaluations |

Management Outline and Objectives

SECTION ONE: FOUNDATIONS OF SRO PROGRAM

Major Topical Areas:

- History of the SRO program
- History of NASRO Organization
- SRO Basic Functions
- TRIAD Concept

Goal: The goal of this unit of instruction is to acclimate the student to the historical and basic functions of the School Resource Officer program.

Objectives: At the conclusion of this block of instruction, the student will be able to:

- Understand the historical background of the SRO program ;
- Discuss the historical record of the NASRO organization ;
- Differentiate the roles and responsibilities of SROs ;
- Identify the functions of SROs ;
- Explain and cite examples of the SRO TRIAD

SECTION TWO: SRO PROGRAM GOALS

Major Topical Areas:

- SRO Vision Statements
- SRO Mission Statements
- SRO Program Goals

Goal: The goal of this unit of instruction is to prepare the student to efficiently and effectively manage and operate an SRO unit by first being able to identify and support program goals and objectives.

Objectives: At the conclusion of this block of instruction, the student will be able to:

- Define program goals and discern the difference between program goals and individual goals
- Identify the importance of the how program goals influence the vision and mission statement of the SRO unit
- Discuss the progression of an SRO unit from vision statement through program goals to unit objectives
- List the key goals of the formation and function of an SRO unit
- Prepare a draft statement of program plan by identifying the vision, mission, and goals statements

SECTION THREE: SELECTION & ORIENTATION

Major Topical Areas:

- SRO Selection Protocols
- SRO Job Description
- SRO Mock Interviews
- SRO Contracts
- New SRO Orientation/Training

Goal: The goal of this section of instruction is to introduce the student to prototypical modes of proper SRO selection and orientation programs

Objectives: At the conclusion of this section of instruction, the student will be able to:

- Develop SRO selection methodologies
- Prepare effective SRO job descriptions
- Create, implement and analyze interviews for the School Resource Officer position
- Explain and cite examples of model SRO contracts
- Create, implement and employ a new SRO Orientation/Training program

SECTION 4: SRO PROGRAM ENHANCEMENT

Major Topical Areas :

- SRO Special Programs
- SRO Special Program Examples/Resources

Goal: The goal of this unit of instruction is to introduce the student to a variety of programs that have been implemented by SRO's. This introduction is designed to inspire the student to implement similar programs or develop their own.

Objectives: At the conclusion of this section of instruction, the student will be able to:

- Discuss the importance of different programs;
- Evaluate the need to establish programs;
- Discuss a variety of different programs;
- Informed on how to implement their own programs;
- Exchange pros and cons to different programs.

SECTION FIVE: SCHOOL RELATED LEGAL ISSUES

Major Topical Areas:

- Individuals with Disabilities Act (IDEA)
- Section 504 (Civil Rights Disability Discrimination)
- Family Educational Rights and Privacy Act (FERPA)
- Search and Seizure
- Crime Reporting

Goal: The goal of this unit of instruction is to have a working understanding of IDEA, 504, FERPA, Search and Seizure and Crime Reporting as it relates to the working relationship between the SRO and school officials.

Objectives: At the conclusion of this block of instruction, the student will be able to:

- Discuss the importance of IDEA and 504 as they relate to student discipline
- Discuss the critical elements of FERPA as it relates to inter agency sharing of information
- Provide guidance to SROs in working with school officials regarding search and seizure

SECTION SIX: CRITICAL INCIDENT MANAGEMENT

Major Topical Areas:

- CPTED
- Crisis Management Plan

Goal: The goal of this unit of instruction is to provide the building blocks necessary to effectively plan for a school crisis, manage a school crisis and post crisis management planning.

Objectives: At the conclusion of this block of instruction, the student will be able to:

- Identify key concepts related of Crime Prevention through Environmental Design
- Identify CPTED strategies and how they relate to their specific school community
- Review a Safety Analysis of a school property
- Prepare a Critical Incident Management Plan

SECTION SEVEN: SRO PROGRAM & PERFORMANCE

Major Topical Areas:

- SRO Evaluations
- SRO Assessments
- SRO Program Evaluations
- SRO Program Objectives analysis

Goal: The goal of this unit of instruction is to identify and discuss different methods of effectively evaluating the School Resource Officer program as well as the individual School Resource Officer.

Objectives: At the conclusion of this block of instruction, the student will be able to:

- Understand the different methods of SRO Program evaluations.
- List the key elements of an SRO Program evaluation process.
- Identify the unique nature of an SRO program as it relates to performance and evaluations.
- Prepare a draft SRO Program evaluation.
- Recognize critical SRO evaluation criteria.
- Articulate measurable, clear and achievable SRO goals.
- Discuss School Administrators' role in the SRO evaluation process.
- Identify the SRO's conformance to the Triad concept.
- Prepare a draft SRO Evaluation.

SECTION 8: PROBLEM SOLVING SCENARIOS

Goal: The goal of this unit of instruction is to utilize problem-solving methodologies to typical SRO school issues.

Objectives: At the conclusion of this block of instruction, the student will be able to:

- Analyze school based law enforcement issues
- Identify problem solving techniques to deal with SRO issues
- Prepare and discuss solutions to typical SRO issues