

**PUBLIC CONTRACT FOR SERVICES BETWEEN BOARD OF COUNTY
COMMISSIONERS OF DOUGLAS COUNTY ON BEHALF OF THE DOUGLAS COUNTY
SHERIFF’S OFFICE AND DOUGLAS COUNTY SCHOOL DISTRICT RE-1 THE SHARING
OF COSTS FOR PROVIDING DEPUTY SHERIFFS TO ACT AS SCHOOL RESOURCE
OFFICERS**

THIS AGREEMENT made and entered into this _____ day of _____, 2025, by and between the **BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY**, State of Colorado (the “County”), on behalf of the **DOUGLAS COUNTY SHERIFF’S OFFICE** (the “Sheriff”) and **DOUGLAS COUNTY SCHOOL DISTRICT RE-1** (the “School District”).

RECITALS

WHEREAS, the School District and County wish to enter into a cooperative agreement as to the sharing of costs for providing Deputy Sheriff’s as School Resource Officers (SROs) in the School District; and

WHEREAS, the Douglas County Sheriff wishes to provide Deputy Sheriffs to the School District to act as SROs; and

WHEREAS, the parties hereto wish to share in the cost of providing Deputy Sheriffs as SROs in the School District, net of any other funding sources;

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the School District and the County agree as follows:

1. **STAFFING**: The County, through the Douglas County Sheriff, shall provide: two (2) SRO Sergeants; two (2) SRO Corporals; and twenty-six (26) Deputy Sheriffs to function as SROs for the School District.
2. **SRO DUTIES**: SRO duties shall include, but are not limited to, the following:
 - a. Provide education and counseling to students on law enforcement matters;
 - b. Act as liaison between the Sheriff and School District;
 - c. Coordinate matters of mutual law enforcement concern between the School District and Sheriff;
 - d. Create an open, uninhibited environment of discussion geared to understanding and respect for each other;
 - e. Investigate law enforcement and public safety issues while on campus;
 - f. On an annual basis, review Behavioral Intervention Plans (BIPs) for students with an Individualized Education Plan who have previously demonstrated behavior that poses a safety risk to themselves or others, and make reasonable efforts to comply with BIPs when interacting with such students;
 - g. An SRO assigned to a particular school shall participate in the school’s administration team’s weekly administration meetings pertaining to all safety and security matters including, but not

limited to, student safety plans, response protocols for behavior de-escalation, threat assessments, students in crisis, or any other related matter;

- h. Elementary SROs will be assigned to a zone. A zone will contain approximately three (3) elementary schools. SROs will contact assigned schools on a daily basis, either by physical presence or through available forms of electronic communication;
- i. SROs must complete the following School District trainings prior to performing their duties: Threat Assessments, School Response Protocol (SRP), Mandatory Reporter, Anxiety, and Addressing Matters Involving Students with Disabilities training;
- j. SROs will have training in mental health and/or crisis intervention (e.g. Crisis Intervention Training (CIT) and Youth Crisis Intervention Training (YCIT); and
- k. SROs will attend annual training specific to school safety and/or school resource officers (e.g. National School Resource Officer's conference).

3. **SCHOOL DISTRICT DUTIES:** The School District's duties shall include, but are not limited to, the following:

- a. Assigned SROs or law enforcement (if the SRO is not available) must be notified at the onset of any threat screening process when determining if a full threat assessment is needed;
- b. SROs must be informed and updated on any and all student safety plans;
- c. SROs will be advised of students with special needs, emotional disabilities, and/or self-regulation challenges and informed of best methods for prevention and de-escalation;
- d. SROs shall have access to BIPS consistent with the Family Educational Rights and Privacy Act (FERPA); and
- e. School District building administrative and licensed mental health staff shall receive annual training regarding an SRO's roles and responsibilities.

4. **EQUIPMENT/USE OF FACILITIES/TECHNOLOGY:** School District high schools and middle schools will provide a private and secure room, on campus, for the SROs. The room will be equipped with a telephone and computer for conducting confidential investigations and interviews, and a space for an installed gun safe. Each school will also provide two (2) key safes for the school's interior master keys (if not already equipped), an exterior lock box to hold the school's master exterior key (if not already equipped), and a School District PROX card. All other equipment utilized by the SRO will be issued, maintained, and owned by the Sheriff's Office. SROs will have access to student information and records consistent with the requirements of federal and state law and District policies, including those requirements existing under FERPA.

5. **OWNERSHIP OF DOCUMENTS:** All record documents resulting from SRO investigations will be managed and maintained at the Douglas County Sheriff's Office.

6. **CONTRACT AMOUNT:**
- a. **Preliminary Contract Amount** – No later than March 15th of each year, the Sheriff shall submit to the School District the preliminary contract amount for the upcoming school year based upon anticipated costs. Such amount will be outlined in the form of a preliminary “ATTACHMENT A” for the upcoming school year.
 - b. **Final Contract Amount** – The final contract amount for the upcoming school year shall be annually labeled “ATTACHMENT A” and submitted by the Sheriff to the School District by no later than April 15th of each year in the form of an amendment to this Agreement with formal approval by the Douglas County School Board and the Douglas County Board of County Commissioners by no later than July 1st.
7. **FINANCIAL COST SHARING:** In accordance with Section 6 above, the Sheriff and the School District agree to share certain ongoing costs as estimated and outlined in ATTACHMENT A. Such shared costs include the salaries, which include any anticipated tier plan adjustments or other compensation changes, fringe benefits, uniform allowance, training costs, and other ongoing costs for the SRO. The School District shall pay its portion of the estimated costs outlined on a quarterly basis upon receipt of an invoice provided by the County, net 30 days.
8. **PERSONNEL AND SUPERVISION:** The SROs shall remain employees of the County at all times. The SROs shall perform duties under the control of the Douglas County Sheriff’s Office and shall be afforded the same employment rights and benefits as other Sheriff’s Office members. A description of the SRO’s duties is included as ATTACHMENT B. Any conflict in schedule or duties shall be resolved by the Sheriff.

The School District shall partner with the Sheriff during the interview and selection process of the School District’s SROs. SROs shall understand and support the mission of the School District and their assigned school(s).

The SRO is subject to the Douglas County Sheriff’s Office chain of command and to the policies, procedures, rules, regulations, directives, and orders of the Sheriff and the County. The SRO will also comply with the laws, policies, and regulations of the School District to the extent that such measures are not in conflict with those of the County or Sheriff. Although the SRO will work closely with school administrators and faculty to determine the most effective use of the officer’s time and expertise, he/she shall not be subject to supervision or direction by the School District.

9. **DATA REPORTING:** The Sheriff agrees to share information with the School District to permit the School District to lawfully comply with its data reporting obligations under C.R.S. § 22-1-139. The Sheriff agrees to provide the requisite information to permit the School District to report data applicable to the following:
- a. The number of School District students handcuffed by Deputy Sheriffs on school grounds, in a school vehicle, or at a school activity or school-sanctioned event;
 - b. The number of School District employee referrals to law enforcement. “Referrals to law enforcement” means when a school employee proactively calls, summons, or requests a law enforcement official, including an SRO, to:
 - i. Respond to an incident on school grounds involving a possible violation of local, state, or federal law;
 - ii. Engage with a student or third party on school grounds who is creating a potentially

- dangerous situation; or
 - iii. Enforce a local, state, or federal rule, regulation, or law on school grounds, in a school vehicle, or at a school activity or school-sanctioned event;
 - c. The number of school-related arrests, including an arrest that occurs on school grounds, in a school vehicle, or at a school activity or school-sanctioned event; and
 - d. The number of students physically restrained.
10. **TERM**: The initial term of this Agreement shall be from July 1, 2025 through June 30, 2026, subject to an annual update of ATTACHMENT A if needed and approved by both Parties. Thereafter, this Agreement shall automatically continue for successive one-year terms unless sooner terminated by either Party in accordance with Section 11 below. The financial obligation of both parties hereto is subject to annual budgeting and appropriation of the necessary funds.
11. **TERMINATION**: This Agreement may be terminated by either Party upon 60 days' written notice to the other Party. The School District shall only be responsible for its respective share of the ongoing costs incurred as of such termination date.
12. **NOTICE**: Any notice required to be given by this Agreement shall be addressed as follows:

To the District: Debra Jones
Director-Strategic Sourcing and Contract Management
Douglas County School District RE-1
701 Prairie Hawk Dr.
Castle Rock, Colorado 80109
djones@dcsdk12.org
(720) 433-1221

With a copy to: Mary Kay Klimesh
General Counsel
Douglas County School District RE-1
620 Wilcox Street
Castle Rock, Colorado 80104

To the County: Division Chief Michael McIntosh
Douglas County Sheriff's Office
4000 Justice Way
Castle Rock, Colorado 80109
mmcintosh@dcsheriff.net
(303) 660-7531

With a copy to: Kelly Dunnaway
Deputy County Attorney
Douglas County Sheriff's Office
4000 Justice Way
Castle Rock, CO 80109

13. **NO THIRD-PARTY BENEFICIARIES:** None of the terms or conditions of this Agreement gives or allows any claim, benefit, or right of action by any third person not a party hereto.
14. **AMENDMENTS:** This Agreement constitutes the entire agreement of the Parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified, or changed, in whole or part, only by written agreement approved by each party.
15. **AUTHORIZED REPRESENTATIVE:** The Highlands Ranch Division Chief is designated as the Authorized Representative of the County for the purpose of administering, coordinating, and approving the work performed by the School Resource Officers under this Agreement.
16. **NO WAIVER OF GOVERNMENTAL IMMUNITY ACT:** The Parties hereto understand and agree that neither party waives or intends to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, §§ 24-10-101 to 120, C.R.S., or otherwise available to the parties.
17. This Agreement is entered into as of the day and year set forth above.

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IN WITNESS WHEREOF, the Parties hereto have executed this Agreement the day and year first above written.

**DOUGLAS COUNTY SCHOOL
DISTRICT RE-1:**

By: Christy Williams

Christy Williams, President
Board of Education

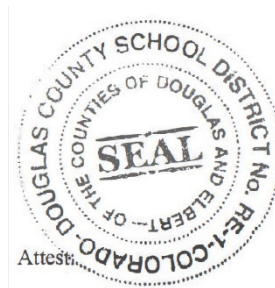
Date: May 30 2025

ATTEST:

By: Becky Myers

Becky Myers, Secretary
Board of Education

Date: May 30 2025



APPROVED AS TO LEGAL FORM:

By: Mary Kay Klimesh

Mary Kay Klimesh, General Counsel

Date: May 30 2025

**DOUGLAS COUNTY BOARD OF
COUNTY COMMISSIONERS**

By: _____
Abe Laydon, Chair

Date: _____

ATTEST:

Clerk to the Board

Date: _____

APPROVED AS TO LEGAL FORM:

Kelly Dunnaway, Deputy County Attorney

Date: _____

DOUGLAS COUNTY SHERIFF'S OFFICE

Darren Weekly, Sheriff

Date: _____

APPROVED AS TO FISCAL CONTENT:

Andrew Copland, Director of Finance

Date: _____

ATTACHMENT A

2025-2026 SRO PROGRAM COSTS

Attachment A for 2025-2026 School Year									
July 1, 2025 - June 30, 2026 SRO PROGRAM COSTS 30 FTEs									
	High School Program (12 FTEs) July 1, 2025 - June 30, 2026			Elementary/Middle School Program (18 FTEs) July 1, 2025 - June 30, 2026			New Grand Total (30 FTEs)		
	School District Portion	Sheriff Portion	Total Additional Costs	School District Portion	Sheriff Portion	Total Additional Costs	School District Portion	Sheriff Portion	Total Additional Costs
<u>SRO Program Costs Shared:</u>									
Salaries	\$ 680,500	\$ 680,500	\$ 1,361,000	\$ 1,018,600	\$ 1,018,600	\$ 2,037,200	\$ 1,699,100	\$ 1,699,100	\$ 3,398,200
Fringe Benefits	313,250	313,250	626,500	454,750	454,750	909,500	768,000	768,000	1,536,000
Uniform Allowance	1,800	1,800	3,600	2,700	2,700	5,400	4,500	4,500	9,000
Smartphone Service (\$500 per FTE)	3,000	3,000	6,000	4,500	4,500	9,000	7,500	7,500	15,000
AXON Program Cost (\$3,200/year per FTE/\$2,650/year per vehicle)	35,100	35,100	70,200	52,650	52,650	105,300	87,750	87,750	175,500
Annual SRO Training/Travel	16,800	16,800	33,600	25,200	25,200	50,400	42,000	42,000	84,000
Misc. Costs (\$1,000 per FTE)	6,000	6,000	12,000	9,000	9,000	18,000	15,000	15,000	30,000
SRO Therapy Dog Program	-	-	-	3,500	3,500	7,000	3,500	3,500	7,000
Ongoing Shared Costs Total	\$ 1,056,450	\$ 1,056,450	\$ 2,112,900	\$ 1,570,900	\$ 1,570,900	\$ 3,141,800	\$ 2,627,350	\$ 2,627,350	\$ 5,254,700
<u>Other SRO Program Costs:</u>									
Overtime	\$ -	\$ 36,000	\$ 36,000	\$ -	\$ 54,000	\$ 54,000	\$ -	\$ 90,000	\$ 90,000
On-Call Pay	-	10,800	10,800	-	16,200	16,200	-	27,000	27,000
FICA on Overtime and On-Call Pay	-	3,600	3,600	-	5,400	5,400	-	9,000	9,000
Professional Memberships	-	1,200	1,200	-	1,800	1,800	-	3,000	3,000
Uniform Costs (Ongoing Replacement)	-	8,300	8,300	-	12,500	12,500	-	20,800	20,800
Firearm/Taser Supplies	-	4,800	4,800	-	7,200	7,200	-	12,000	12,000
Medical/First Aid Supplies	-	4,700	4,700	-	7,000	7,000	-	11,700	11,700
Range Fees	-	4,300	4,300	-	6,500	6,500	-	10,800	10,800
Fuel	-	48,000	48,000	-	72,000	72,000	-	120,000	120,000
Fleet Maintenance	-	28,800	28,800	-	43,200	43,200	-	72,000	72,000
Ongoing Other Costs Total	\$ -	\$ 150,500	\$ 150,500	\$ -	\$ 225,800	\$ 225,800	\$ -	\$ 376,300	\$ 376,300
Grand Total of Above	\$ 1,056,450	\$ 1,206,950	\$ 2,263,400	\$ 1,570,900	\$ 1,796,700	\$ 3,367,600	\$ 2,627,350	\$ 3,003,650	\$ 5,631,000

ATTACHMENT B

SRO Job Description

The Douglas County Sheriff's Office has a School Resource Officer (SRO) program. These officers are assigned as Patrol officers and will follow all guidelines and job descriptions as outlined in the standard job description of a Deputy Sheriff.

An SRO sergeant acts as the immediate supervisor for the SRO with the Juvenile Unit Commander as the next level in the Chain of Command. The SRO is responsible for handling all in-progress law enforcement related calls, education, training, and counseling duties as needed. The SRO duties include, but are not limited to, the following:

Schedule: Typically Monday through Friday 0730 – 1530
Working the traditional school calendar

- First responder to all calls within his/her assigned school.
- Investigation and follow up of all criminal offenses (including some felony investigations) that are reported in/to the school staff or the SRO.
- Assists the school administration with all matters involving school security and safety. This includes input involving the most appropriate discipline of the students (criminal charges vs. school discipline, or both).
- Assists the school staff with classroom presentations involving areas that directly affect the students and law enforcement.
- Assists the school administrators, staff, and counselors with mediation and guidance on matters that are confidential and fall under the CRS statute of mandatory reporting.
- Works directly with parents/guardians on problems involving the student. This includes counseling, mediation, resource allocations, and education regarding the juvenile's rights and procedures of the juvenile justice system.
- Educates and communicates to the Highlands Ranch and Investigations Divisions (*as appropriate*) on events that occur in/out of the school.
- Gathers criminal intelligence learned in the school that will assist the DCSO Administration on criminal activity involving juveniles in the County.

Therapy Dog Program Participation

The School Resource Officer (SRO) assigned to Cresthill Middle School will utilize a certified therapy dog as part of their daily responsibilities. The therapy dog will be used to support student and staff well-being, reduce stress, build rapport, and enhance positive interactions within the school environment. The SRO is responsible for the care, handling, and presence of the therapy dog during school hours, and will ensure all necessary certifications, health records, and liability coverage are maintained and provided upon request.

ATTACHMENT C
List of SRO Program and SRO Schools

SRO Program High Schools:

CHAPARRAL HIGH SCHOOL	15655 Brookstone Dr Parker, CO 80134
DOUGLAS COUNTY HIGH SCHOOL	2842 Front St Castle Rock, CO 80104
HIGHLANDS RANCH HIGH SCHOOL	9375 S Cresthill Lane Highlands Ranch, CO 80130
MOUNTAIN VISTA HIGH SCHOOL	10585 Mountain Vista Ridge Highlands Ranch, CO 80126
PONDEROSA HIGH SCHOOL	7007 E Bayou Gulch Rd Parker, CO 80134
ROCK CANYON HIGH SCHOOL	5810 McArthur Ranch Rd Highlands Ranch, CO 80124
THUNDERRIDGE HIGH SCHOOL	1991 Wildcat Reserve Pkwy Highlands Ranch, CO 80129

SRO Program Middle Schools:

CRESTHILL MIDDLE SCHOOL	9195 Cresthill Lane Highlands Ranch, CO 80130
MOUNTAIN RIDGE MIDDLE SCHOOL	10590 Mountain Vista Ridge Highlands Ranch, CO 80126
RANCH VIEW MIDDLE SCHOOL	1731 Wildcat Reserve Pkwy Highlands Ranch, CO 80126
ROCKY HEIGHTS MIDDLE SCHOOL	11033 Monarch Blvd Highlands Ranch, CO 80124
SAGEWOOD MIDDLE SCHOOL	4725 Fox Sparrow Rd Parker, CO 80134

SRO Elementary and Charter Schools by Zone:

ZONE 1 –

ROXBOROUGH INTERMEDIATE	7370 Village Cir E Littleton, CO 80125
ROXBOROUGH PRIMARY	8000 Village Cir W Littleton, CO 80125
SEDALIA ELEMENTARY	5449 N Huxtable St Sedalia, CO 80135

ZONE 2 –

PLUM CREEK ACADEMY	9340 Commerce Center St Highlands Ranch, CO 80129
TRAILBLAZER ELEMENTARY	9760 S Hackberry Highlands Ranch, CO 80126
COYOTE CREEK ELEMENTARY	2861 Baneberry Ct Highlands Ranch, CO 80129

ZONE 3 –

ELDORADO ELEMENTARY	1305 Timbervale Tr Highlands Ranch, CO 80129
SADDLE RANCH ELEMENTARY	805 W English Sparrow Tr Highlands Ranch, CO 80126
STONE MOUNTAIN ELEMENTARY	10625 Weathersfield Way Highlands Ranch, CO 80129

ZONE 4 –

BEAR CANYON ELEMENTARY	9660 Salford Lane Highlands Ranch, CO 80126
NORTHRIDGE ELEMENTARY	555 Southpark Rd Highlands Ranch, CO 80126
SAND CREEK ELEMENTARY	8898 S Maplewood Dr Highlands Ranch, CO 80126

ZONE 5 –

COPPER MESA ELEMENTARY	3501 Poston Pkwy Highlands Ranch, CO 80126
HERITAGE ELEMENTARY	3350 Summit View Pkwy Highlands Ranch, CO 80126
SUMMIT VIEW ELEMENTARY	10200 S Piedmont Dr Highlands Ranch, CO 80126

ZONE 6 –

ARROWWOOD ELEMENTARY	10345 Arrowwood Dr Highlands Ranch, CO 80130
REDSTONE ELEMENTARY	9970 Glenstone Cir Highlands Ranch, CO 80130
WILDCAT MOUNTAIN ELEMENTARY	6585 Lionshead Pkwy Littleton, CO 80124

ZONE 7 –

ACRES GREEN ELEMENTARY	13524 N Acres Green Dr Littleton, CO 80124
COUGAR RUN ELEMENTARY	8780 Venneford Ranch Rd Highlands Ranch, CO 80126
FOX CREEK ELEMENTARY	6585 Collegiate Dr Highlands Ranch, CO 80126

ZONE 8 –

EDCSD	373 Inverness Pkwy #207 Englewood, CO 80112
MAMMOTH HEIGHTS ELEMENTARY	9500 Stonegate Pkwy Parker, CO 80134
PINE GROVE ELEMENTARY	10450 Stonegate Pkwy Parker, CO 80134

ZONE 9 –

BUFFALO RIDGE ELEMENTARY	7075 N Shoreham Dr Castle Rock, CO 80108
DC MONTESSORI	311 Castle Pines Prkwy Castle Pines, CO 80108
TIMBER TRAIL ELEMENTARY	690 W Castle Pines Pkwy Castle Rock, CO 80108

ZONE 10 –

MOUNTAIN VIEW PRIMARY	8502 North Pinery Pkwy Parker, CO 80134
NORTHEAST ELEMENTARY	6598 N State Hwy 83 Parker, CO 80134
LEHMAN ACADEMY	6405 Estancia Blvd Parker, CO 80134

ZONE 11 –

CHERRY VALLEY ELEMENTARY	9244 S State Hwy 83 Franktown, CO 80116
FRANKTOWN ELEMENTARY	PO Box 308 1384 N State Hwy 83 Franktown, CO 80116
LARKSPUR ELEMENTARY	1103 W Perry Park Ave Larkspur, CO 80118
STONE CANYON OUTDOOR EDVENTURES	12163 S. Perry Park Rd Larkspur, CO 80118

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