

REQUEST FOR PROPOSALS
School Resource Officer or School Security Officer

Fremont County School District #24 is accepting proposals for a School Resource Officer. Proposals should be marked "School Resource Officer" and returned no later than 10:00 a.m. March 12, 2024, and should be returned to:

Fremont County School District No. 24
404 Wrangler Way
Shoshoni, WY 82649
Attn: Kay Watson

Specifications may be obtained by contacting Kay Watson at 307-876-2583 or www.shoshonischools.org - MENU– Business Services.

Proposals may be delivered to the District Administration office before the deadline or emailed to kwatson@fremont24.com on March 12th, 2024.

Proposals will be reviewed on March 12th, and a short list will follow up with personal interviews on Thursday, March 14th, or Friday, March 15th. The hope and the intent is to bring a recommendation before the Board of Trustees at the regularly scheduled Board meeting on March 18th. The intent is for the chosen candidate to start work in the District on Monday, April 1st.

The proposal is looking for:

- Certified Wyoming Law Enforcement Officer, reserve status is ok.
- School Resource Officer Certification and/or Training
- Proven ability to build relationships with students
- Wyoming Professional Teacher Standards Board Certification - PIC Permit is acceptable
- School Crisis Management Training or completed within the first year of service
- Officer will be required to teach staff and students at all grade levels (i.e. Secondary school, Driver's Education, and other areas that may be PTSB licensable, such as: Military Science, Criminal Law, and Self-defense. In elementary the officer is expected to teach character counts/cowboy way, DARE, and making intelligent choices. For Staff: Self-defense, recognizing drug and alcohol usage, Paraphernalia, etc.)
- The officer will co-lead the Crisis Management team with oversight from the administration
- The officer will be required to attend all home extracurricular events as warranted by the administration.
- The position will minimally be 9.5 months, from mid-August through May, to follow the school calendar and could be 12 months if an agreement can be arranged with a local law enforcement agency.

The District is most interested in an SRO that can build relationships with students and staff and the District is willing to work with applicants to meet all of the requirements outlined in this document.

The District has a proven track record of working with the Town of Shoshoni and the Shoshoni Police Department and offsetting costs for the SRO position through a federal COPS grant.

The District shall reserve the right to reject any or all proposals, waive any irregularities in the process, and award the bid as may be in the School District's best interest.

1. By submitting a proposal, the Bidder acknowledges that the proposal fully meets the minimum requirements outlined and that the entity or individual submitting the proposal will be required to work with the district to establish an MOU or contract outlining the roles and responsibilities of each party.
2. The Bidder agrees that this bid shall not be withdrawn or revised for a period of forty-five (45) calendar days after the scheduled closing time for receiving bids.

3. Position Responsibilities:

Shoshoni Elementary: Below is our expectation of how the Officer will be utilized at the elementary level. The overarching goal is to ensure the Officer has a positive presence in our school, building trust and relationships with students.

- A mentor to all students - being present and available to interact with students
 - Arrival/dismissal duty: This is an excellent opportunity to get to know families!
 - In the Commons during breakfast/lunch. On the playground, in the hallways, at after-school events
- Weekly classroom visits: Read-aloud, Safety lessons, Character lessons, classroom visits based on our curricular units
- Drug/Alcohol awareness programs or other programs based on need
- Student Concerns: Truancy - chronic absenteeism, conflict resolution, potential DFS cases, and home visits/wellness checks.
- An integral component of overall school safety

Shoshoni Secondary: Below is our expectation of how the Officer will be utilized at the secondary level. The overarching goal is to ensure the SRO has a positive presence in our school, building trust and relationships with students.

- Wyoming PTSB Certification or PIC Permit

- The officer will be required to teach Driver's Education and other PIC-permitted areas in Military Science, Criminal Law, Self Defense, and coaching duties as applicable and able.
- The officer will be required to attend the Wyoming School Resource Officers Association state conference and other training opportunities defined by the administration.
- Student Concerns: Truancy - chronic absenteeism, Conflict resolution, Potential DFS cases, and home visits/wellness checks.
- The Officer may lead and participate with students from FCSD#24 in summer camps to build relationships, leadership capacity, and ethical behaviors. These camps could be Ready to Ride Leadership Camp, Camp POSTCARD, or similar leadership and ethics camps.
- The officer will be required to be present at Shoshoni's extracurricular events as needed and warranted by the administration.

District Level Responsibilities:

- Co-lead of the Crisis Team, with oversight from the administration. As the Co-lead of the crisis team, the officer is expected to be a liaison to help gather and share information about emergency planning, improving access to safety or security resources with local law enforcement, and a partner in developing effective prevention strategies and other duties determined by the School Board.
- The SRO will also be required to involve other law enforcement agencies in training for crises in FCSD#24 facilities during the summer months.
- Provide in-service training for school staff on emergency preparedness, crisis intervention, crime trends, CPR Classes, law enforcement policies, and intervention methods.
- Maintain certification with the State of Wyoming as a Law Enforcement Officer. The officer will delegate time, effort, and necessary training or classroom instruction to maintain the Wyoming Peace Officers Standards and Training Certificate.

Other Relevant Information:

- The officer must abide by all FERPA regulations and associated statutes regarding student information and sharing that information.
- The school administration, not the officer, will decide whether students will be referred for criminal prosecution for activities occurring at and during school activities. The officer shall have discretion when to exercise police powers in emergencies if so empowered through certification and associated law enforcement entities. Nevertheless, he or she shall be accountable to the

superintendent of FCSD#24 and the police chief for the law enforcement entity. When submitting and discussing plans, activities, and objectives, the SRO will be forthcoming and responsive to both authorities.

- The officer's primary responsibilities will be for educational purposes: building character, working with students to make good choices, providing driver's education training, training staff, and working with the administration. Law enforcement activities will be at the discretion of the school administration and may include some investigation and disciplinary matters to assist with educational purposes.

REJECTION OF PROPOSAL: The undersigned understands that the Owner reserves the right to reject any and all proposals.

This proposal is hereby respectfully submitted:

PROPOSAL FOR SERVICES (or attach document):

Name of SRO: _____

(Please provide Resume and any other pertinent information)

Date: _____

Bidding Entity or Name: _____

Mailing Address: _____

Street Address: _____

City, State, ZIP: _____

Telephone: _____

Fax: _____

E-Mail: _____

Signature: _____

Authorized Bidder's Name: _____

Title: _____

END OF PROPOSAL BID FORM