In accordance with Assembly Bill 361 (2021-2022), this meeting will be held via Zoom, a cloud-based video conference in which Commissioners, staff and the public can join via a link or by phone as listed below on the agenda. It is advisable to test your electronic devices to ensure you are able to access the link. If you have concerns or issues accessing the link prior to this meeting, email marysiegl@maderausd.org by 3:00 pm on Tuesday, February 22, 2022.

MADERA UNIFIED SCHOOL DISTRICT
Personnel Commission
1902 Howard Road, Madera, CA 93637

AGENDA
Regular Meeting
Wednesday, February 23, 2022

4:30 PM Public Meeting

Join Zoom Meeting
https://maderausd.zoom.us/j/87243030836
Meeting ID: 872 4303 0836
One tap mobile

+16699009128, 87243030836# US (San Jose)

OUR MISSION
Highest Student Achievement
A Safe and Orderly Learning Environment
Financially Sound and Effective Organization

1. Pledge of Allegiance, Opening and Acknowledgement of Visitors and Media

2. Adoption of Agenda
Action to add or delete items from any portion of the agenda or to discuss any consent agenda items must be taken prior to adoption of the agenda.

3. Communications
Public Hearing for visitors who wish to speak on a subject not on the Commission agenda. Fifteen minutes of this portion of the meeting are reserved for members of the public to address the Commission on items not listed on the agenda and within the jurisdiction of the Commission. Speakers are limited to three (3) minutes. The Commission is prohibited by law from taking action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Commission does not respond to public comment at this time. If you wish to address the Commission, you may do so in two ways:

- Prior to the meeting: you may email your comments to marysiegl@maderausd.org at least 24 hours prior to the meeting. Include your full name and city of residence and public comment in your email. Your comment will be read during this portion of the meeting.
- While in the Zoom meeting:
  1. Click on the **Participants** icon located at the bottom of the screen.
  2. On the new window, click on the Raise Hand icon and wait for your name to be called.
  3. State your name and city of residence prior to your comment.

4. Consent Agenda
Items listed under the Consent Agenda are considered routine and are acted on by the Commission in one motion. There is no discussion of these items prior to the Commission's vote unless a member of the Commission, staff or public requests specific items be considered and discussed separately and/or removed from the Consent Agenda prior to the adoption of the Agenda. It is understood that the Administration recommends approval on all consent items.

Each item on the Consent Agenda approved by the Commission shall be deemed to have been considered in full and adopted as recommended.

A. Consideration to continue to hold the Personnel Commission's Board public meeting via teleconferencing in March 2022 to safeguard the health of attendees amid the emergency of the COVID-19 Pandemic

B. Approval of minutes:
   1. Approve the minutes from Wednesday, January 26, 2022, Regular Meeting

C. Consideration and approval of Eligibility List/s for:
   1. Budget Accounting Analyst - Open/Competitive and Promotional
   2. Information Technology Technician - Open/Competitive
   3. Director of Information and Technology Support – Open/Competitive

5. New Business

A. Discuss and approve Initial Salary Placement for Warehouse Assistant

B. Discuss and approve the revised job class description with a new title of Director of Safety and Security and the Salary Compensation Recommendation

6. Informational and Reports

A. Director's Report
B. Commissioner's Report

7. Next Regular Personnel Commission Meeting

Wednesday, March 23, 2022 at 4:30 pm
Madera Unified School District Office –Virtually through Zoom
1902 Howard Road
Madera, California 93637

8. Suggested Future Agenda Items

9. Adjournment

Board Room Accessibility: The Madera Unified School District encourages those with disabilities to participate fully in the public meeting process. If you need a disability related modification or accommodation to participate in the public meeting, please contact the Personnel Commission Office at 559-675-4500 extension 294 at least 48 hours before the scheduled Personnel Commission meeting so that we may make every reasonable effort to accommodate you. (Government code 54954.2)

MADERA UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION

REGULAR MEETING
AGENDA ITEM COVER PAGE

Meeting Date: February 23, 2022

Agenda Item:
Consideration and approval of the Minutes from January 26, 2022, Regular Meeting

Agenda Placement:
Consent

Background:
Approval of Minutes from the Regular Meeting of January 26, 2022.

Recommendation:
It is recommended that the Personnel Commission approve the Minutes from January 26, 2022, Regular Meeting.

Attachments: January 26, 2022 Regular Meeting Minutes

Minutes Record of MUSD Personnel Commission Meeting
Regular Meeting held on Wednesday, January 26, 2022 at 4:30 PM

The Personnel Commission of the Madera Unified School District convened at a Regular Board Meeting via Zoom, a cloud-based video communication, on Wednesday, January 26, 2022 at 4:30 p.m.

Roll Call
Fran Wheat, Personnel Commission Chair
Philip Janzen, Personnel Commissioner Vice-Chair
David Hernandez, Personnel Commissioner

Isabel Barreras, Director Classified Human Resources
Mary Siegl, Personnel Specialist Lead
Joseph Aiello, Assistant Superintendent, Human Resources
Cheri Giddens, CSEA President
Vicky Zamora, CSEA 1st Vice - President
Other visitors attended.

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1. Call to Order of Public Meeting Pledge of Allegiance, Opening and Acknowledgement of Visitors and Media

- Chair Janzen called the meeting to order at 4:33 pm.
- Commissioner Wheat led the flag salute.

2. Adoption of Agenda

- It was moved by Commissioner Wheat and seconded by Commissioner Hernandez to approve the adoption of the agenda. MOTION NO. 28-2021/22.

Ayes:	Commissioners: Janzen, Hernandez and Wheat
Noes:	None
Absent:	None
Abstained:	None

3. Communications

- No comments were made.

4. Consent Agenda

- It was moved by Commissioner Hernandez and seconded by Commissioner Wheat to approve the Consent Agenda. MOTION NO. 29-2021/22.

Ayes:	Commissioners: Janzen, Hernandez and Wheat
Noes:	None
Absent:	None
Abstained:	None

5. New Business

A. Consideration to hold the Personnel Commission's Board public meeting via teleconferencing in February 2022 to safeguard the health of attendees amid the emergency of the COVID -19 Pandemic.

- It was moved by Commissioner Wheat and seconded by Commissioner Hernandez to approve to hold the Personnel Commission's Board public meeting via teleconferencing in February 2022 to safeguard the health of attendees amid the emergency of the COVID -19 Pandemic. MOTION NO. 30-2021/22

Ayes:	Commissioners: Janzen, Hernandez and Wheat
Noes:	None
Absent:	None
Abstained:	None

6. Information and Reports

A. Classification and Compensation Study Update

- Director Barreras provided an update on the Classification and Compensation Study. Phase III of the study will be conducted January 2022 through June of 2022. There are over 300 employees who will be sent questionnaires to complete regarding their job class. The following job class families will be part of Phase III: Classified Management, Classified Supervisory, and Library Media Technicians for elementary, middle and high school, Maintenance Services, Transportation Services, Warehouse and Delivery Services and the Human Resources Department. After Phase III is completed, the final phase of the study which is the salary survey will begin. The estimated time of completion is December of 2022.

B. Director's Report

- Director Barreras extended condolences to Sandra Edwards on the passing of her sister Loretta Edwards. Two years ago, the PC office created the Loretta Edwards Employee of the Year Award to honor the classified employees. Loretta was an icon and a trailblazer at MUSD. She will be deeply missed.
- The PC office continues to stay busy with recruitments and filling vacancies.
- The 2022 Classified Virtual Conference has been set for Monday, June 6, 2022. It will be a half-day program. More details will be presented to the Commissioners in the months to come.
- The PC office will start the following virtual workshops for the classified employees and management: Preparing for an Interview, How to file an online Classified Application, Application Screening, Classified Temporary Pool Assignments (Administrators), What is the Appeal Process?, and Classified Employment Process, among others.
- The 2022 Virtual Merit Academy will start on March 19, 2022 through June 30, 2022 with 8 sessions. If any Commissioner is interested, please contact Director Barreras.

C. Commissioner's Report

- No reports were presented.

7. Next Regular Personnel Commission Meeting

- Wednesday, February 23, 2022 at 4:30 pm
  Madera Unified School District Office –Virtually through Zoom
  1902 Howard Road
  Madera, California 93637

8. Suggested Future Agenda Items

- None was suggested.

9. Adjournment

- Commissioner Janzen adjourned the meeting at 4:47 pm.

Isabel Barreras, Director of Classified HR Date: February 2, 2022

MADERA UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION

REGULAR MEETING
AGENDA ITEM COVER PAGE

Meeting Date: February 23, 2022

Agenda Item:
Consideration and Approval of the following Eligibility Lists for Open/Competitive and Promotional Opportunities

Agenda Placement:
Consent

Background:
Eligibility Lists has been placed on the agenda as a Consent Item. If for some reason any Commissioner would like to remove a list, it can be done.

1. Budget Accounting Analyst - Open/Competitive and Promotional
2. Director of Information and Technology Support – Open/Competitive
3. Information Technology Technician - Open/Competitive

Recommendation:
It is recommended that the Personnel Commission approve the Eligibility Lists as presented.

MADERA UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION

REGULAR MEETING
AGENDA ITEM COVER PAGE

Meeting Date: February 23, 2022

Agenda Item:
Discuss and approve Initial Salary Placement for Warehouse Assistant

Agenda Placement:
Action

Background:
District administration has presented the Personnel Commission with a request for an initial salary placement for the candidate of Warehouse Assistant. PC staff is requesting approval to place the candidate with an initial salary placement at Range 25, Step 4 ($21.74 hourly) of the regular classified salary schedule.

The candidate has nine years of work experience in a warehouse as a Shipping and Receiving Coordinator which far exceed the minimum requirements of six months for this position.

This recommended proposed action has been compiled as provided under the authority of California Education Code section 45260-45261 and Personnel Commission Rule 8.2.1.1: for initial salary placement based on additional qualifying experience.

Recommendation:
It is recommended that the Personnel Commission approve the Initial Salary Placement for the Warehouse Assistant at Range 25, Step 4 ($21.74 hourly) of the regular classified salary schedule.

No attachments.

MADERA UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
REGULAR MEETING
AGENDA ITEM COVER PAGE

Meeting Date: February 23, 2022

Agenda Item:
Discuss and approve the revised job class description with a new title of Director of Safety and Security and the Salary Compensation Recommendation

Agenda Placement:
Action

Background:
District Administration has brought forward the request to review and revise the job class description and to conduct a salary survey for Safety and Security Manager. Currently, the Safety and Security Manager is placed on the Classified Supervisory Salary Schedule, Range 12, and receives an annual stipend of $5000 to account for the additional days and hours required for additional functions of the job. The proposed changes are highlighted in red (deletions) and blue (additions).

Job Class Description Review
The role and delivery of safety and security services has changed significantly since the previous update in 2018, including the requirement to be available 24 hours, seven days a week on-call to address any emergency within the District. Other additions to the job class description include assisting the After School Program after school hours with missing students and suspicious persons on campus; overseeing the implementation and roll-out of new programs such as Raptor, STOPit, and Titan emergency communication platforms, all technological applications to assist with maintaining security on campuses and for student safety in terms of self-harm, threats, suicide threats, or other emergency student concerns. Additionally added was the work with gang intervention, student gang involvement, and gang activities, and provisions for gang intervention strategies. Moreover, the added function of preparing grant requests, documentation, and implementation, as well as budgeting and collaborating with vendors regarding cost of products and services.

The Safety and Security Manager job description was reviewed and revised to incorporate revised title to Director of Safety and Security, the additional essential functions, and edits were made to the Knowledge, Skills and Abilities section, and other sections of the job description, attached.

The Safety and Security Manager serves in the Department of Student and Family Support Services, overseen by the Executive Director of Student and Family Support Services. The administrative staff includes the Director of Health and Wellness, the Director of Student Services, the Director of Community Services and Parent Resource Centers, the Director of Special Services, the Director of School Culture and Climate, and the Safety and Security Manager. To match up with the level of management job titles in the Department of Student and Family Support Services, the Safety and Security Manager may be converted to the title of Director.

Salary Survey
School districts in California are able per California Education Code Section 38000 (see attached) to establish security departments in one of two ways:

The governing board of a school district may establish a security department under the supervision of a chief of security, as designated by, and under the direction of, the superintendent of the school district and employing personnel to ensure the safety of School District personnel and pupils and the security of the real and personal property of the School District.

Or the governing board of a school district may establish a school police department under the supervision of a school chief of police and employ sworn peace officers.

The other option is for a school district to contract with the local police or sheriff's department to place School Resource Officers on school campuses.

MADERA UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
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Madera Unified School District has established a security department per Ed Code Section 38000 and employs personnel to ensure safety and security. A salary survey, attached, was conducted by using the following school and community college districts as an external market for comparison:

- Central USD
- Clovis USD
- Fresno USD
- Kern HSD
- Madera Police Department
- Merced UHSD
- Modesto City HSD
- Sanger USD
- State Center Community College District
- Stockton USD
- Visalia USD

Of the ten school districts surveyed, only one district, Modesto City High School District, has a similar security department, however, it was not a good match as the Director I, Security at Modesto City HSD combines the responsibility for security with responsibilities for maintenance, custodial, and grounds keeping operations.

The remaining nine school districts either contract with local police and sheriff's departments or have established a school police department under the supervision of a school chief of police and employ sworn peace officers.

None of the ten agencies yielded a good salary comparison match for the Safety and Security Manager at Madera USD, however, some jobs were identified in the survey that were similar in terms of duties, education, experience, and licensing.

Regularly when conducting a salary survey for a specific job and upon finding good job matches with respective districts or agencies, the survey will identify the mid-range between the first step and the last step of the comparison districts and determine an average and median rate of pay to make a recommendation for the specific job being surveyed. But in this case, although some jobs and salaries are displayed in the survey, the survey does not attempt to determine average and median rates of pay.

This information and proposal have been compiled in accordance with California Education Code section 45276 and the Personnel Commission Rules 3.2.1. through 3.2.5.5 and 3.2.9. Review of positions which state that it is the responsibility of the Personnel Commission to classify duties of new or reorganized positions approved by the Board of Trustees.

Recommendation:
It is recommended that the Personnel Commission approve the revised job class description with a new title of Director of Safety and Security and salary recommendation as listed on the table below.

Additionally, it is recommended that the Personnel Commission remove the $5,000 annual stipend paid to the Safety and Security Manager and approve a salary reallocation from SR12 of the Classified Supervisory Schedule to SR 27 of the Classified Management Salary Schedule. This reallocation represents a 10% increase in pay and allows for the salary schedule to subsume the stipend amount, rather than as a separate pay. Additionally, it accounts for the significant changes of essential functions and revisions to the job class description.

JOB CLASS TITLE	NEW OR REVISED	SALARY RANGE RECOMMENDATION
Director of Safety and Security	Revised	SR 27 on the 2021/2022 Classified Management Salary Schedule

Attachments:
Job Class Description: Director of Safety and Security
Salary Survey: Director of Safety and Security
Education Code Section 38000, Chapter 1, Security Departments
(Amended by Stats. 2020, Ch. 24, and Sec. 17. (SB 98) Effective June 29, 2020.)

MADERA 1966 Unified School District	**CLASSIFIED** **Job Class Description** Equal Employment Opportunity	MADERA UNIFIED SCHOOL DISTRICT PERSONNEL COMMISSION APPROVED MOTION NO. ##-####/## DOCUMENT NO. ##-####/## DATED Mo/Da/Year

CURRENT TITLE: SAFETY AND SECURITY MANAGER
PROPOSED TITLE: DIRECTOR OF SAFETY AND SECURITY

DEPARTMENT/SITE: Student and Family Support Services	**SALARY SCHEDULE:** Classified Management **SALARY RANGE:** 27 per 2021/2022 Schedule **WORK YEAR:** 12 Months (261 Days)
REPORTS TO: Executive Director of Student and Family Support Services or designee	**FLSA:** Exempt

PURPOSE STATEMENT:

Under the general direction of the Executive Director of Student and Family Support Services, the Director of Safety and Security provides strategic direction, leadership and coordination in the development, implementation and evaluation of a variety of safety and security services for the Madera Unified School District. This position is responsible for the overall administration and coordination of the Safety Officers for the District, including security, public safety, and emergency plans; manages assigned programs and services, ensuring District compliance with all applicable local, state and federal policies and laws, in addition to performing related work as assigned. The incumbents in this classification provide the school community with safety, student welfare, and management-level security-related duties, in support of the Student and Family Support Services, which directly support student learning and achievement.

The Director of Safety and Security must be available and on-call to address any emergency arising within the District 24 hours a day, seven days a week.

DISTINGUISHING CHARACTERISTICS

The position in this class is at the managerial level of the School Safety and Security series. The Director of Safety and Security provides strategic direction, leadership and coordination in the development, implementation and evaluation of a variety of safety and security services for the District, and is responsible for the overall administration, coordination, training, and evaluation of the School Safety Officers and School Safety Officer Leads for the District, including security, public safety, and emergency plans.

ESSENTIAL FUNCTIONS, DUTIES, AND TASKS:

The following alphabetical list of functions, duties, and tasks is typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform other closely related or department-specific functions, duties, and tasks from those set forth below to address business needs and changing business practices.

- Administers emergency preparedness, Emergency Operations Centers and coordination with maintenance regarding site fire drills.
- Assists school principals and night custodial staff after school hours with site needs such as vandalism, trespassing, suspicious individuals on campus, school break-ins, drug and alcohol use on campus, and other crimes that require immediate assistance.
- Assists school site administration at all grade levels with disruptive students, students with special needs, and out of control students; assists school personnel, with identified high-risk truancy issues and/or concerns; conducts student wellness checks; escorts school site staff on home visits as necessary.

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- Assists After School Program staff with situations that may arise after hours such as suspicious person/s and missing students.
- Provides guidance for administration regarding child custody disputes, child abuse, and community issues (e.g., violent crimes within the community) that may affect school safety and security.
- Conducts administrative and criminal investigations related to school matters directly and/or in conjunction with local law enforcement, assists local law enforcement agencies and the District with missing students.
- Conducts safety and crisis management initiatives, current safety protocols, and periodically leads meetings and safety training of District personnel.
- Coordinates with local law enforcement agencies such as Madera Police Department, Madera County Probation, California Department of Corrections, the Madera County District Attorney's Office to implement intervention programs and services.
- Coordinates School Resources Officers, School Safety Officers, facilities security, access control, security cameras, and communication systems.
- Coordinates school facility safety and security in conjunction with County and City emergency agencies (e.g., Cal-Fire, Fire Department, Sheriff Department, and First Responders); provides assistance with emergency command posts, and access to parking lots, restrooms, and other facilities; coordinates evacuation orders and emergency responses.
- Develops and administers program budgets; monitors and approves program expenditures and prepares related reports; seeks, secures, and administers, or assists in administering, grants for program and project funding.
- Develops and implements programs within organizational policies; reports major activities to District administrators through conferences, meetings, and reports; establishes and monitors progress toward program goals and objectives.
- Drafts policy procedures for Safety programs (e.g., Raptor, Titan, STOPit, and Threat Assessments).
- Ensures program compliance with applicable local, state and federal regulations such as school site safety plans.
- Monitors applications (e.g., STOPit) always, including nights and weekends (24/7) for reports of self-harm, threats, suicide, or other emergency concerns.
- Oversees the implementation and roll out of new programs (e.g., Raptor, STOPit, and Titan emergency communication platforms).
- Oversees, monitors, and implements intervention programs (e.g., RadKids, Re-Direct Prison program, dangers of social media, and MPD Great Program).
- Performs general administrative work as required, including preparing correspondence, entering and retrieving computer data, preparing mail, ordering supplies.
- Plans and implements policies, procedures, training programs, drills, assessments, community partnerships, and parent involvement.
- Prepares and updates the District's Emergency Management Protocol; ensures staff and students are trained to mitigate, prevent and recover from disasters; collaborates with outside agencies to ensure proper response in emergency situations; responds to and assists in emergency situations District-wide as appropriate.
- Prepares grant requests, documentation and implementation as well as budgeting and working with vendors regarding cost of products and services.
- Provides direct intervention with students including transporting student to home.
- Provides leadership and coordination in the development, implementation, and supervision of District programs pertaining to the promotion and maintenance of staff and student safety and health.
- Provides trainings and development of Safety Officers; assesses training needs; records and maintains level of trainings; maintains individual record of all Safety Officers; assesses the skill set of all Safety Officers; ensures Safety Officers have proper equipment, required attire, communication devices, uniform safety equipment; maintains, updates, and reviews uniform policies for Safety Officer unit.

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- Receives and responds to inquiries, concerns and complaints regarding issues, programs, policies and procedures in areas of responsibility.
- Researches, reviews, and compiles data and prepares various statistical, administrative and professional reports as required by the District and/or other agencies for report preparation and/ or decision-making purposes; provides safety-related internal communication to appropriate personnel.
- Serves as a liaison with the District Attorney, City and County law enforcement agencies, neighboring school districts, and public agencies in the development of disaster and emergency response plans.
- Serves as a resource to teachers, administrators, principals and other staff; facilitates group meetings to discuss program coordination; coordinates and facilitates professional development and/or training opportunities for students, staff and community members; attends District Safety Committee meetings.
- Supervises and oversees the duties, activities, and work schedules School Safety Officers, School Safety Officer-Leads, and police officers assigned to the District; approves overtime and requests for leave; trains, motivates, reviews, and evaluates District Safety Officers.
- Utilizes prosocial and social-emotional practices as part of a Multi-Tiered System of Support (e.g., Trauma Informed Care, Restorative Justice Positive Behavior Interventions and Supports, conflict resolution).
- Works directly with at risk students regarding gang intervention; conducts group gang intervention discussions, one-on-one direct intervention with students and meets with parents regarding student gang involvement activities; provides intervention strategies regarding gangs.
- Performs other related duties as assigned for ensuring the efficient and effective functioning of the work unit and the District, including various mandatory District trainings.

KNOWLEDGE, SKILLS, AND ABILITIES

(At time of application)

Knowledge of:

- Law enforcement policies and procedures, crime prevention, investigations, public safety training, life safety programs and operations
- Justice system as it relates to students or criminal/civil activity in the school environment
- Performance management techniques
- District policy, procedures, organization, and locations
- Principles and practices associated with organization and management as applied to the administration, analysis, and evaluation of programs, policies, and operational needs
- Budgeting practices and procedures; special skills at facilitating group processes
- Special skills at facilitating group processes
- Conflict resolution techniques appropriate to deter situations from escalating
- Well-developed written language skills to prepare complex reports
- Well-developed human relations skills to communicate technical concepts to others

Skills and Abilities to:

- Contribute to the successful fulfillment of District Mission; work cooperatively with district personnel, parents, and community representatives
- Work cooperatively with district personnel, parents, and community representatives
- Learn and appropriately apply District policies and procedures and other regulations related to the position
- Communicate with diverse groups maintaining confidentiality, meeting deadlines and schedules; working with frequent interruptions, setting priorities; establishing and maintaining effective working relationships
- Communicate with staff, parents, and public using patience and courtesy, and in a manner that reflects positively on the organizational unit

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- Resolve conflicts under stress representing the District to the community, and other settings as required
- Apply integrity and trust in all situations
- Train, plan and implement the Incident Command System and understand key roles associated with the Incident Command System
- Develop and administers program budgets; monitor and approve program expenditures and prepare related reports; seek, secure, and administer grants for program funding
- Plan, organize, direct, supervise, train, motivate, review and evaluate the work and performance of subordinates assigned to the District's Safety and Security program
- Design and implement short- and long-range objectives
- Make recommendations on various detailed, controversial, simple, or complex topics
- Develop, implement, monitor, and evaluate program goals and initiatives
- Exercise strict confidence in handling sensitive information; manage critical incidents successfully
- Adhere to safety practices
- Operate standard office equipment including applicable software
- Prepare and maintain accurate records
- Exhibit collaborative leadership of individuals and groups
- Exhibit excellent communication skills, both written and verbal including the ability to communicate during crisis situations

RESPONSIBILITY:
Responsibilities include working under limited supervision following standardized practices and/or methods; providing information and/ or advising others; and operating within a defined budget. Utilization of some resources from other work units may be required to perform the job's functions. There is a continual opportunity to have some impact on the organization's services.

JOB QUALIFICATIONS / REQUIREMENTS:
(*At time of application and in addition to the Knowledge, Skills, and Abilities listed above.*)

EDUCATION REQUIRED:
Bachelor's degree in Criminal Justice, Police Science, Sociology, Psychology, Public Administration or in a related field.

Master's degree in any of the above fields is preferred.

EXPERIENCE REQUIRED:

Five years of experience in one of the following: Law Enforcement as a Sergeant or above; School Resource Officer; or in School Safety Management, which includes the supervision of personnel.

Experience and instruction in firearms; chemical agents; explosives; not limited to, perishable skills, (e.g., defensive tactics; baton/armament systems and procedures (ASP); arrest and control techniques; handcuffing; oleoresin capsicum(OC) spray, which are sponsored by the California Peace Officer Standard and Training (POST), or equivalent training is preferred).

Experience working and leading in a K-12 school environment is preferred.

LICENSE(S) REQUIRED:
- Valid California Driver's License to drive among various District sites for meetings, training sessions, to transport students, school staff, and others, and to supervise Safety Officers; MUSD's District Driver's Authorization
- CPR/First Aid Certificates

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(The certifications listed below are preferred)

- Valid Peace Officer Basic Training (Commission on Peace Officer Standards and Training [POST] certified)
- Intermediate, Advanced, and Supervisory (POST) Certifications

CERTIFICATIONS AND TESTING REQUIRED:

- Pass the District's applicable proficiency exam for the job class with a satisfactory score
- After offer of employment, obtain:
  - Criminal Justice and FBI Fingerprint Clearance
  - Negative TB test result plus periodic post-employment retest as required (currently every four years)
  - Pre-employment physical exam E through District's provider

WORK ENVIRONMENT / PHYSICAL DEMANDS:

(*Must be performed with or without reasonable accommodations*)

- Work is primarily indoors and outdoors and requires walking and standing for extended periods
- Lifting students or objects such as boxes containing documents up to 60 lbs.
- Physical abilities include stooping/crouching, reaching/handling, bending at the waist, kneeling, crawling reaching, handling or crouching to retrieve and store materials and to assist students
- Dexterity of hands and fingers to operate a computer keyboard and maintain paper files and documents
- Hearing and speaking to exchange information
- Visual acuity to see/read documents and computer screen and to supervise students

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	CLASSIFIED **Job Class Description** Equal Employment Opportunity	MADERA UNIFIED SCHOOL DISTRICT PERSONNEL COMMISSION APPROVED MOTION NO. ##-####/## DOCUMENT NO. ##-####/## DATED Mo/Da/Year

CURRENT TITLE: SAFETY AND SECURITY MANAGER
PROPOSED TITLE: DIRECTOR OF SAFETY AND SECURITY

DEPARTMENT/SITE: Student and Family Support Services	**SALARY SCHEDULE:** Classified ~~Supervisory~~Management **SALARY RANGE:** ~~12~~ 27 per 2020/2021 Schedule **WORK YEAR:** ~~##~~ 12 Months ~~(##~~ (261 Days)
REPORTS TO: Executive Director of Student and Family Support Services or designee	**FLSA:** Exempt

PURPOSE STATEMENT:

Under the general direction of the Executive Director of Student and Family Support Services, the Safety and Security Manager provides strategic direction, leadership and coordination in the development, implementation and evaluation of a variety of safety and security services for the Madera Unified School District. This position is responsible for the overall administration and coordination of the Safety Officers for the District, including security, public safety, and emergency plans; manages assigned programs and services, ensuring District compliance with all applicable local, state and federal policies and laws, in addition to performing related work as assigned. ~~;~~ The incumbents in this classification provide the school community with safety, student welfare, and management-level security-related duties, in support of the Student and Family Support Services, which directly support student learning and achievement.

The Director of Safety and Security must be available and on-call to address any emergency arising within the District 24 hours a day, seven days a week.

DISTINGUISHING CHARACTERISTICS

The position in this class is at the managerial level of the School Safety and Security series. The Director of Safety and Security provides strategic direction, leadership and coordination in the development, implementation and evaluation of a variety of safety and security services for the District, and is responsible for the overall administration, coordination, training, and evaluation of the School Safety Officers and School Safety Officer Leads for the District, including security, public safety, and emergency plans.

ESSENTIAL FUNCTIONS, DUTIES, AND TASKS:

The following alphabetical list of functions, duties, and tasks is typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform other closely related or department-specific functions, duties, and tasks from those set forth below to address business needs and changing business practices.

- Administers emergency preparedness, Emergency Operations Centers and coordination with maintenance regarding site fire drills.
- ~~Assists in ensuring program compliance with applicable local, state and federal regulations such as school site safety plans.~~

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- ~~Assists nightly custodial staff with any issues they may have regarding suspicious people on campus, school break-ins, vandalism and other crimes that need immediate assistance.~~
- ~~Assists school personnel, with identified high-risk truancy issues and or concerns.~~
- Assists school principals and night custodial staff after school hours with site needs such as vandalism, trespassing, suspicious individuals on campus, school break-ins~~and~~, drug and alcohol use on campus, and other crimes that require immediate assistance.
- Assists school site administration at all grade levels with disruptive students, students with special needs, and out of control students; assists school personnel, with identified high-risk truancy issues and/or concerns; ; conducts student wellness checks; escorts school site staff on home visits as necessary. ~~Assists school site administration at all grade levels with disruptive students, students with special needs, and out of control students.~~~~Assists school personnel, with identified high-risk truancy issues and or concerns.~~

- Assists After School Program staff with situations that may arise after hours such as suspicious person/s and missing students.
- ~~Assists, addresses and provides~~ Provides guidance for administration regarding~~,~~ child custody disputes, child abuse, and community issues (e.g., violent crimes within the community) that may affect school safety and security~~ such as violent crimes within the community~~.
- ~~Assists local law enforcement agencies and the district with any missing students. Weekend and evenings.~~
- ~~Available 24 hours, seven days a week on call to address any emergency within the district.~~
- Conducts administrative and criminal investigations related to school matters directly and/or in conjunction with local law enforcement.~~,~~ assists local law enforcement agencies and the District with missing students.
- Conducts safety and crisis management initiatives, current safety protocols, and periodically leads meetings and safety training of ~~district~~ District personnel.
- Coordinates with local law enforcement agencies such as Madera Police Department, Madera County Probation, California Department of Corrections, the Madera County District Attorney's Office to implement intervention programs and services.
- Coordinates School Resources Officers, School Safety Officers, facilities security, access control, security cameras, and communication systems.
- ~~County/City emergencies: assists and coordinates~~ Coordinates school ~~facilities~~facility safety and security in conjunction with County and City emergency agencies ~~for~~(e.g., Cal-Fire, Fire Department, Sheriff Department, ~~1st~~ First R~~r~~esponders)~~:~~, provides assistance with emergency command posts, and access to parking lots, restrooms, and other facilities; coordinates evacuation orders and emergency responses.
- Develops and administers program budgets; monitors and approves program expenditures and prepares related reports; seeks, secures, and administers, or assists in administering, grants for program and project funding.
- Develops and implements programs within organizational policies; reports major activities to District administrators through conferences, meetings, and reports~~,~~ ; establishes and monitors progress toward program goals and objectives.
- Drafts policy ~~procedues~~procedures for Safety programs~~:~~ (e.g., Raptor, Titan, STOPit ,and Threat Assessments).
- Ensures program compliance with applicable local, state and federal regulations such as school site safety plans.
- Monitors applications ~~such as~~ (e.g., STOPit) always, including nights and weekends (~~, 24 hours, seven days~~24/7) ~~a week~~ for reports of ~~self harm~~self-harm, threats, suicide, or ~~any~~ other emergency concerns ~~reported to STOPit app~~.
- Oversees the implementation and roll out of new programs ~~such as~~ (e.g., ~~raptor~~Raptor, STOPit, and Titan emergency communication platforms).

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- ~~Oversees~~Oversees, monitors, and implements intervention programs ~~such as:~~(e.g., RadKids, Re-Direct Prison program, dangers of social media, and MPD Great Program).
- Performs general administrative work as required, including preparing correspondence, ~~attending meetings,~~ entering and retrieving computer data, preparing mail, ordering supplies.
- ~~Performs other related duties as assigned for ensuring the efficient and effective functioning of the work unit.~~
- Plans and implements policies, procedures, training programs, drills, assessments, community partnerships, and parent involvement.
- Prepares and updates the District's Emergency Management Protocol; ensures staff and students are trained to mitigate, prevent and recover from disasters; collaborates with outside agencies to ensure proper response in emergency situations; responds to and assists in emergency situations District-wide as appropriate.
- Prepares grant requests, documentation and implementation as well as budgeting and working with vendors regarding cost of products and services.
- ~~Provides assistance for 1st responders, Cal-Fire, fire department, sheriff department, and local law enforcement agencies to coordinate evacuation orders and emergency response.~~
- Provides direct intervention with students ~~that includes~~including transporting student to~~ation~~ home.
- Provides leadership and coordination in the development, implementation, and supervision of District programs pertaining to the promotion and maintenance of staff and student safety and health.
- Provides trainings and development of ~~safety~~ Safety ~~officers~~Officers; ~~assesss~~assesses training needs; records and maintains level of trainings; maintains individual record of all ~~safety~~ Safety ~~officers~~Officers; assesses the skill set of all ~~safety~~ Safety ~~officers~~Officers; ensures ~~safety~~ Safety ~~officers~~ Officers ~~with~~ have proper equipment, required attire, communication ~~devises~~devices, uniform safety equipment~~, in order to perform the essential functions of safety officers;~~; maintains, updates, and reviews uniform policies for ~~safety~~ Safety ~~officers~~ Officer unit.
- Receives and responds to inquiries, concerns and complaints regarding issues, programs, policies and procedures in areas of responsibility.
- Researches, reviews, and compiles data ~~for~~ and prepares various statistical, administrative and professional reports as required by the District and/or other agencies for report preparation and/ or decision-making purposes; provides safety-related internal communication to appropriate personnel.
- Serves as a liaison with the ~~district~~ District ~~attorney~~Attorney, ~~city~~ City and ~~county~~ County law enforcement agencies, neighboring school districts, and public agencies in the development of disaster and emergency response plans.
- Serves as a resource to teachers, administrators, principals and other staff; facilitates group meetings to discuss program coordination; coordinates and facilitates professional development and/or training opportunities for students, staff and community members; attends District Safety Committee meetings.
- Supervises~~,~~ and oversees the duties, activities, and work schedules School Safety Officers, School Safety Officer-Leads, and police officers assigned to the District; approves overtime and requests for leave; trains, motivates, reviews, and evaluates District Safety Officers~~School Safety Officers and School Safety Officer Leads~~.
- Utilizes prosocial and social-emotional practices as part of a Multi-Tiered System of Support ~~such as~~(e.g., Trauma Informed Care, Restorative Justice Positive Behavior Interventions and Supports, conflict resolution).
- Works directly with at risk students regarding gang intervention~~:~~ conducts ~~Group~~ group gang intervention discussions, one~~-~~on~~-~~one direct ~~interventions~~intervention with ~~students,~~ students and meets with parents regarding student~~s~~ gang involvement ~~or gang~~ activities~~,~~ ~~and~~ provides intervention strategies regarding gangs.

- Performs other related duties as assigned for ensuring the efficient and effective functioning of the work unit and the District, including various mandatory District trainings.

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KNOWLEDGE, SKILLS, AND ABILITIES

(At time of application)

Knowledge of:

- Law enforcement policies and procedures, crime prevention, investigations, public safety training, life safety programs and operations
- -Justice system as it relates to students or criminal/civil activity in the school environment
- Performance management techniques
- District policy, procedures, organization, and locations
- Principles and practices associated with organization and management as applied to the administration~~;~~ , analysis, and evaluation of programs, policies, and operational needs
- Budgeting practices and procedures; special skills at facilitating group processes
- Special skills at facilitating group processes
- Conflict resolution techniques appropriate to deter situations from escalating
- Well-developed written language skills to prepare complex reports
- Well-developed human relations skills to communicate technical concepts to others

~~- KNOWLEDGE of law enforcement policies and procedures, crime prevention, investigations, public safety training, life safety programs and operations; performance management techniques; district policy and procedures; principles and practices associated with organization and management as applied to the administration; analysis, and evaluation of programs, policies, and operational needs; budgeting practices and procedures; special skills at facilitating group processes; resolving problems; well-developed written language skills to prepare complex reports; and well-developed human relations skills to communicate technical concepts to others.~~

Skills and Abilities to:

- Contribute to the successful fulfillment of District Mission; work cooperatively with district personnel, parents, and community representatives
- Work cooperatively with district personnel, parents, and community representatives
- Learn and appropriately apply District policies and procedures and other regulations related to the position

~~- Maintain appropriate confidentiality~~

- Communicate with diverse groups maintaining confidentiality, meeting deadlines and schedules; working with frequent interruptions, setting priorities; establishing and maintaining effective working relationships
- Communicate with staff, parents, and public using patience and courtesy, and in a manner that reflects positively on the organizational unit
- Resolve conflicts under stress representing the District to the community, and other settings as required
- Apply integrity and trust in all situations
- Train, plan and implement the Incident Command System and understand key roles associated with the Incident Command System

~~- Budget experience~~

- Develop and administers program budgets; monitor and approve program expenditures and prepare related reports; seek, secure, and administer grants for program funding
- Plan, organize, direct, supervise, train, motivate, review and evaluate the work and performance of subordinates assigned to the District's Safety and Security program

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- ~~Proven performance and resource management skills~~
- ~~Lead organize and direct the work of others~~
- Design and implement short- and long-range objectives
- Make recommendations on various ~~topics,~~ detailed, controversial, simple, or complex topics
- Develop, implement, monitor, and evaluate program goals and initiatives
- Exercise strict confidence in handling sensitive information; ~~and~~ manage critical incidents successfully
- ~~Adhering~~ Adhere to safety practices
- ~~Operating~~ Operate standard office equipment including applicable software
- ~~Preparing~~ Prepare and ~~maintaining~~ maintain accurate records~~; and training others~~
- Exhibit ~~C~~collaborative leadership of individuals and groups
- Exhibit ~~E~~excellent communication skills, both written and verbal including the ability to communicate during crisis situations

~~ABILITY to contribute to the successful fulfillment of District Mission; work cooperatively with district personnel, parents, and community representatives; work cooperatively with others; learn and appropriately apply District policies and procedures and other regulations related to the position; maintain appropriate confidentiality; communicate clearly with diverse audiences; assisting others in need; resolving conflicts under stress representing the District to the community, and other settings are required; apply integrity and trust in all situations; ability to train, plan and implement the Incident Command System and understand key roles associated with the Incident Command System; relate to a wide variety of people and to observe, listen, motivate, and provide leadership which results in the best environment; strong decision making ability; budget experience; proven performance and resource management skills; lead organize and direct the work of others; design and implement short and long range objectives; make recommendations on various topics, detailed, controversial, simple or complex; develop, implement, monitor, and evaluate program goals and initiatives; exercise strict confidence in handling sensitive information; and manage critical incidents successfully.~~

- ~~SKILLS of adhering to safety practices; operating standard office equipment including software; preparing and maintaining accurate records; and training others; must be skilled in collaborative leadership of individuals and groups; excellent communication skills, both written and verbal including the ability to communicate during crisis situations.~~

RESPONSIBILITY:

Responsibilities include working under limited supervision following standardized practices and/or methods; providing information and/ or advising others; and operating within a defined budget. Utilization of some resources from other work units may be required to perform the job's functions. There is a continual opportunity to have some impact on the organization's services.

JOB QUALIFICATIONS / REQUIREMENTS:

(*At time of application and in addition to the Knowledge, Skills, and Abilities listed above.*)

EDUCATION REQUIRED:

Bachelor'~~s~~' degree in Criminal Justice, Police Science, Sociology, Psychology, Public Administration or in a related field.

Master's degree in any of the above fields is preferred.

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EXPERIENCE REQUIRED:

Five ~~years'~~ years of experience in one of the following~~;~~: Law Enforcement as a Sergeant or above; School Resource Officer; or in School Safety Management, which includes the ~~supervising~~ supervision of personnel.

Experience and instruction in firearms; chemical agents; explosives; not limited to, perishable skills, (e.g., defensive tactics; baton/armament systems and procedures (ASP); arrest and control techniques; handcuffing; oleoresin capsicum(OC) spray, which are sponsored by the California Peace Officer Standard and Training (POST) or equivalent training is preferred).

Experience working and leading in a K-12 school environment is preferred.

LICENSE(S) REQUIRED:

- Valid California Driver's License to drive among various District sites for meetings, training sessions, to transport students, school staff, and others, and to supervise Safety Officers; MUSD's District Driver's Authorization
- CPR/First Aid Certificates

(The certifications listed below are preferred)

- Valid Peace Officer Basic Training (Commission on Peace Officer Standards and Training [POST] certified)
- ~~MUSD's District Driver's Authorization~~
- Intermediate, Advanced, and Supervisory (POST) Certifications
- ~~Intermediate (POST)~~
- ~~Advanced and Supervisory Certification~~
- ~~MUSD's District Driver's Authorization~~

CERTIFICATIONS AND TESTING REQUIRED:

- Pass the District's applicable proficiency exam for the job class with a satisfactory score
- After offer of employment, obtain:
  - Criminal Justice and FBI Fingerprint Clearance
  - Negative TB test result plus periodic post-employment retest as required (currently every four years)
  - Pre-employment physical exam E through District's provider

WORK ENVIRONMENT / PHYSICAL DEMANDS:

(*Must be performed with or without reasonable accommodations*)

- Work is primarily indoors and outdoors and requires walking and standing for extended periods
- Lifting students or objects such as boxes containing documents up to 60 lbs.
- Physical abilities include stooping/crouching, reaching/handling, bending at the waist, kneeling, crawling reaching, handling or crouching to retrieve and store materials and to assist students
- Dexterity of hands and fingers to operate a computer keyboard and maintain paper files and documents
- Hearing and speaking to exchange information
- Visual acuity to see/read documents and computer screen and to supervise students

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Salary Comparison Survey for SAFETY AND SECURITY MANAGER
(Recommended title change to DIRECTOR OF SAFETY AND SECURITY) (Madera USD)

Madera USD (K-12) *21,148*	**SAFETY AND SECURITY MANAGER** **(Recommended title change to DIRECTOR OF SAFETY AND SECURITY)** Provides strategic direction, leadership and coordination in the development, implementation and evaluation of a variety of safety and security services for the Madera Unified School District. This position is responsible for the overall administration and coordination of the Safety Officers for the District, including security, public safety, and emergency plans; manages assigned programs and services, ensuring District compliance with all applicable local, state and federal policies and laws. **The Safety and Security Manager (Recommended title change to Director of Safety and Security) must be available and on-call to address any emergency arising within the District 24 hours a day, seven days a week.**	Bachelor's degree in Criminal Justice, Police Science, Sociology, Psychology, Public Administration or in a related field. Master's degree in any of the above fields is preferred.	Five years of experience in one of the following: Law Enforcement as a Sergeant or above; School Resource Officer; or in School Safety Management, which includes the supervision of personnel. Experience working and leading in a K-12 school environment is preferred. Experience and instruction in firearms; chemical agents; explosives; not limited to, perishable skills, which are sponsored by the California Peace Officer Standard and Training (POST) or equivalent training is preferred).	Valid, current CA Driver's License CPR/First Aid Preferred certificates: Valid Peace Officer Basic Training (POST) and/or intermediate, advanced and supervisory (POST) certificates	**$88,281**	------	**$112,668**
Central USD (K-12) *15,841*	**NO SIMILAR CLASS TO REVIEW** Central Unified SD utilizes School Resource Officers (SROs) from Fresno PD and Fresno County Sheriff's Dept. to patrol and secure campuses. The SROs report directly to the Chief of Police. No civilian manager.						
Clovis USD (K-12) *43,654*	**NO SIMILAR CLASS TO REVIEW** Clovis USD utilizes School Resource Officers (SROs) to patrol and secure campuses. The SROs report directly to the Chief of Police. No civilian manager.						
Fresno USD (K-12) *73,381*	**NO SIMILAR CLASS TO REVIEW** Fresno USD utilizes School Resource Officers (SROs) and Campus Safety Assistants to patrol and						

Salary Comparison Survey for SAFETY AND SECURITY MANAGER
(Recommended title change to DIRECTOR OF SAFETY AND SECURITY) (Madera USD)

	secure campuses. The SROs report directly to the Chief of Police. No civilian manager.						
Kern HSD (9-12) 41,451	**POLICE LIEUTENANT** The Police Lieutenant assist the Chief in planning, organizing, and directing the activities of the department and the work performed by subordinate personnel; manages and supervises personnel and operations with the Police and Communications sections.	A bachelor's degree in Criminal Justice, Social Sciences, or related field is strongly preferred.	Five years of progressively responsible law enforcement or public safety experience, within the Kern HSD. And possession of a current POST Advanced Certificate.	Valid, current CA Driver's License POST Management Certificate w/in two years of hire	$93,648 Mgt Salary Schedule Range 28	------	$109,704 Mgt Salary Schedule Range 28
Madera Police Department	**POLICE COMMANDER** Under administrative direction, plans, supervises, evaluates and participates in the activities and operations of the Police Department. Serves as a second in command to the Chief of Police; oversees and coordinates assigned activities with other divisions, departments, and outside agencies; provides highly responsible and complex administrative support to the Chief of Police; performs related work as required.	Bachelor's degree in criminology, police sciences or a related field.	Seven years of increasingly responsible law enforcement experience, including two years in a supervisory capacity.	Valid Class C California driver's license. Possession of POST Intermediate, Advanced, & Supervisory Certificates	$103,320 LEMM Salary Schedule Range 504	------	$131,856 LEMM Salary Schedule Range 504
Merced UHSD (9-12) 10,748	**NO SIMILAR CLASS TO REVIEW** Merced UHSD utilizes School Resource Officers (SROs) contracted through the Merced Police Department to patrol and secure campuses. The SROs report directly to the Chief of Police. No civilian manager.						
Modesto City HSD (6-12) 15,663	**NO SIMILAR CLASS TO REVIEW** Modesto City HSD utilizes an in-house security force, however, the highest-level security job, Director I, Security, combines the coordination of security, maintenance, custodial and groundskeeping operations of the District.						

Salary Comparison Survey for SAFETY AND SECURITY MANAGER
(Recommended title change to DIRECTOR OF SAFETY AND SECURITY) (Madera USD)

Sanger USD (K-12) *11,360*	**NO SIMILAR CLASS TO REVIEW** Sanger USD utilizes Campus Safety Officers and Campus Monitors to patrol and secure campuses. These employees report directly to the school principal. No District manager dedicated to safety and security.						
State Center Community College District *including Fresno City College, Reedley College, Clovis Community College , and Madera Community College.* State Center Community College District (Cont.)	**POLICE LIEUTENANT** Under direction, plans, organizes, supervises, and participates in the operations of Police Department staff including crime prevention, patrol, property protection, criminal investigations, dispatch, training, and parking and traffic operations; coordinates public safety activities with other district departments; maintains and reviews records, reports and statistics; provides highly responsible and complex staff assistance to the Police Chief and assumes full command responsibility for the department in the absence of the Police Chief; and performs related duties as assigned.	Graduation from an accredited college or university with a bachelor's degree in police science, law enforcement, criminal justice, public administration or a related field. .	Six years of sworn police experience including two years of supervisory-level experience; or an equivalent combination of training and experience. Experience in a college or university setting is preferred	Valid, current CA Driver's License CPR/First Aid/AED Supervisory and Advanced POST certification. Management POST Certification must be obtained within two years of appointment.	**$98,972** *Mgt Salary Schedule Class Code 149, SR 245*	------	**$121,722** *Mgt Salary Schedule Class Code 149, SR 245*
Stockton USD (K-12) *41,679*	**POLICE LIEUTENANT** Plan, coordinate, assign, and direct the work of the police department program for the District to provide protection of life and property, enforcement of all pertinent laws and regulations of the city, county, state and the school district; and perform related duties as assigned. **Must be willing to work evening, night, weekend, and holiday shifts and call-ins.**	Any combination equivalent to an Associate of arts degree in administration of justice or related field from an accredited college, supplemented by upper-level college courses in police	Five (5) years of law enforcement experience, with a one (1) year in a supervisory rank equivalent to police sergeant.	Must possess a valid California driver's license. CPR/First Aid Must qualify with firearm at a specified police or sheriff's	**$109,784** *Mgt Salary Schedule Tier 6, Range 03*	------	**$133,443** *Mgt Salary Schedule Tier 6, Range 03*

Salary Comparison Survey for SAFETY AND SECURITY MANAGER
(Recommended title change to DIRECTOR OF SAFETY AND SECURITY) (Madera USD)

		science, supervision, or related field.		shooting range periodically. Must possess a Supervisor Police Officer Standards and Training (POST) certificate.			
Visalia USD (K-12) ***29,375***	**NO SIMILAR CLASS TO REVIEW** Visalia USD utilizes Campus Supervisors and School Resource Officers (SROs) contracted through the Visalia City Police Department to patrol and secure campuses. The SROs report directly to the Chief of Police. No civilian manager.						

				AVERAGE **MEDIAN**			

STATE OF CALIFORNIA
LEGISLATIVE COUNSEL BUREAU
AUTHENTICATED
ELECTRONIC LEGAL MATERIAL

State of California

EDUCATION CODE

Section 38000

38000. (a) The governing board of a school district may establish a security department under the supervision of a chief of security as designated by, and under the direction of, the superintendent of the school district. In accordance with Chapter 5 (commencing with Section 45100) of Part 25, the governing board of a school district may employ personnel to ensure the safety of school district personnel and pupils and the security of the real and personal property of the school district. It is the intent of the Legislature in enacting this section that a school district security department is supplementary to city and county law enforcement agencies and is not vested with general police powers.

(b) The governing board of a school district may establish a school police department under the supervision of a school chief of police and, in accordance with Chapter 5 (commencing with Section 45100) of Part 25, may employ peace officers, as defined in subdivision (b) of Section 830.32 of the Penal Code, to ensure the safety of school district personnel and pupils, and the security of the real and personal property of the school district.

(c) The governing board of a school district that establishes a security department or a police department shall set minimum qualifications of employment for the chief of security or school chief of police, respectively, including, but not limited to, prior employment as a peace officer or completion of a peace officer training course approved by the Commission on Peace Officer Standards and Training. A chief of security or school chief of police shall comply with the prior employment or training requirement set forth in this subdivision as of January 1, 1993, or a date one year subsequent to the initial employment of the chief of security or school chief of police by the school district, whichever occurs later. This subdivision shall not be construed to require the employment by a school district of additional personnel.

(d) A school district may assign a school police reserve officer who is deputized pursuant to Section 35021.5 to a schoolsite to supplement the duties of school police officers pursuant to this section.

(e) It is the intent of the Legislature to evaluate the presence of peace officers and other law enforcement on school campuses and to identity and consider alternative options to ensure pupil safety based on the needs of the local school communities. It is the intent of the Legislature to consider encouraging local educational agencies to use school resources currently allocated to such personnel, including school police departments and contracts with local police or sheriff departments, for pupil support services, such as mental health services and professional development for school employees on cultural competency and restorative justice, as needed, if found to be

a more appropriate use of resources based upon the needs of the pupils and campuses that serve them.

(Amended by Stats. 2020, Ch. 24, Sec. 17. (SB 98) Effective June 29, 2020.)