

**BOARD BRIEF**

Date: September 17, 2021

**BOARD INFORMATION:**   X  

**MEETING PREPARATION:** \_\_\_\_\_

**FROM:** John Contreras, Director of Safety and Security Services  
Dr. Alicia Hart, PMP, Executive Director of Facilities and Operations

**THROUGH:** Stephen M. Wilkins, Ed.D., Chief of Staff  
Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools

**TO:** The Honorable Meagan Alderton, Chair, and  
Members of the Alexandria City School Board

**TOPIC:** Memorandum of Understanding (MOU) with the Alexandria Police Department –  
Calls for Police Services, 2021-2022

**ACPS 2025 STRATEGIC PLAN GOAL:**

Goal 2: Instructional Excellence  
Goal 4: Strategic Resource Allocation  
Goal 5: Family and Community Engagement

**SY 2021-2022 FOCUS AREA:**

Focus Area 3: Strategic Plan Implementation

**FY 2022 BUDGET PRIORITY:**

Improving Customer Relationship Services and Management  
Communications and Customer Service for Internal Stakeholders

**SUMMARY:** This MOU outlines a process for calls for police services from the schools to the Alexandria Police Department (APD). This new MOU describes the procedures for calls for police assistance and the use of the ACPS Law Enforcement Occurrence Reporting Form for data collection. This MOU replaces the previous MOU which more specifically covered the School Resource Officer (SRO) program. The SRO program was eliminated effective June 30, 2021.

**BACKGROUND:** On the July 16, 2021 board brief, the Superintendent informed the Board that the administration would develop a new MOU to address the cancellation of the SRO program at Alexandria City High School (King Street and Minnie Howard Campuses), Francis C. Hammond Middle School and George Washington Middle School.

This new MOU clarifies the following three items:

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- Departmental-level scope of responsibilities of the School Board, as implemented through the superintendent of schools and the APD; 2.
- Roles of key members in the MOU program (i.e. administrators, school security officer (SSO) and police officers) and,
- Procedures for exchanging information among key members and between parties.

ACPS and APD agree that all police responses to the schools should be reasonable, consistent, and fair, with appropriate consideration of mitigating factors and of the nature and severity of the incident. As always, school administrators continue to determine the appropriate corrective actions for student misbehavior.

**RECOMMENDATION:** The Superintendent recommends that the School Board review the MOU.

**IMPACT:** This MOU provides a collaborative framework between ACPS and APD for police service calls to ensure the safety and security of the division campus.

**ATTACHMENTS:** Memorandum of Understanding (MOU) with the Alexandria Police Department – Calls for Police Services, 2021-2022

**REFERENCE:**

[210716 School Resource Officer \(SRO\) Update and Next Steps](#)

**CONTACT:**

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