

SAFE SCHOOL TARGETED SCHOOL RESOURCE OFFICER GRANT AGREEMENT

This grant agreement ("Grant Agreement") is made at Harrisburg, County of Dauphin, Commonwealth of Pennsylvania, by the Pennsylvania Department of Education, hereinafter called the Department, and Wattsburg Area SD located at 10782 Wattsburg Road, Erie, PA 16509-0000, hereinafter called the Grantee.

WHEREAS, the Department, created by Section 201 of the Administrative Code of 1929, as amended, 71 P.S. § 61, is the State Education Agency responsible for administration of grant programs pursuant to the General Appropriation Acts and the Public School Code of 1949, as amended, 24 P.S. § 1-101 et seq.; and

WHEREAS, the Department has been appropriated funds by the General Assembly for the specific grant program covered by this Grant Agreement, which is Safe Schools Initiative.

NOW THEREFORE, the parties intending to be legally bound hereby agree as follows:

1. Pursuant to this Grant Agreement, Grantee will receive funds in the amount of **\$30,000.00**. The grant shall be used to defray program costs incurred from **October 16, 2015** to **June 1, 2016**. The Grant Agreement shall become effective on the date it is fully executed by all required parties and shall terminate on **June 1, 2016**, unless terminated earlier in accordance with the terms hereof. The Grantee shall furnish all qualified personnel, facilities, materials and other services and in consultation with the Department, provide the services described in Appendix B. This Grant Agreement is comprised of the following Appendices which are hereby incorporated by reference into this Grant Agreement:

Appendix A -Special Program Terms

Appendix B- Grantee's Program Narrative(s) and Budget(s)

Appendix C- Payment Terms, Responsibilities and Contact Information

2. Grantee also specifically acknowledges having reviewed a copy of the following document(s), which are available at the Internet address given below and which are incorporated by reference into and made a part of this Grant Agreement as if fully set forth herein.

- a. PDE Master Standard Terms and Conditions-www.education.state.pa.us/mstc.

FOR THE GRANTEE

Signature: _____ Date: _____

Title: _____

FOR THE COMMONWEALTH

For the Secretary of Education _____

Date: _____

Title _____

APPROVED AS TO FORM AND LEGALITY

Office of Chief Counsel _____
Department of Education

Date: _____

Office of General Counsel _____ Date: _____

Office of Attorney General _____ Date: _____

Comptroller approved as to fiscal responsibility,
budgetary appropriateness and availability of funds in the
amount of \$ 30,000.00

Comptroller _____ Date _____

State Funded, Appropriation 082-Safe Schools Initiative

Vendor Name: Wattsburg Area SD

Address: 10782 Wattsburg Road, Erie, PA 16509-0000

Fed ID #: 251201520

Vendor#: 0000144685

Fund: 1101100000
Budget Period: 2015
Cost Center: 1633002102
General Ledger: 6600400

Special Program Terms

1. The Grantee will satisfy the requirements of sections 1302-A and 1303-A of the Public School Code. 24 P.S. §§13-1302-A, 13-1303-A.
2. Grantee shall provide the Department with full and complete access to all records related to performance of the grant at such times and in such manner as specified by the Department.
3. Grantee shall respond timely and accurately to Department requests for information.
4. Grantee agrees to repay to the Department any grant funds that were not used for the purposes set forth in Grantee's approved grant application.
5. Grantee shall provide an annual report to the Department in accordance with section 1303-A and in such format as specified by the Department.
6. As long as the grant is in "Approved" status in eGrants, the grantee will be allowed to create a budget revision up to a maximum of 20% of the total amount of the grant without PDE approval provided that programmatic changes are not made. The budget revision must be completed using the eGrants system so that it may be incorporated in to the approved grant agreement.

Exhibit A

Applicant Information

Contact Information

Provide the following Agency Contact Information:

CONTACT NAMES

	Name	Phone Number	Extension	Fax Number	
Superintendent	Kenneth A. Berlin	814-824-3400			ken.berlin@wattsburg.org
Grant Contact	Leslee M. Hutchinson	814-824-3400	4532		leslee.hutchinson@wattsburg.org
Business Manager	Steve Maksimuk	814-824-3400			steve.maksimuk@wattsburg.org

Contact's Address

10782 Wattsburg Road, Erie, PA 16509

Goals & Objectives

1. Provide the Goals and Objectives of the grant. Add new data by entering the fields, then clicking the ADD button at the end of the row on the right.

To promote a safe and serene atmosphere on our school campus.	The SRO will assist in the maintenance of a safe and orderly environment during the school day and at school events.
To develop appropriate safety plans and procedures in our schools.	The SRO will assist in the development of school safety plans and procedures.
To increase our students' knowledge of safe practices in school, at home, and in the community.	The SRO will present to students in classrooms and assemblies on topics related to safe practices in school, at home, and in the community.

Exhibit F

Detailed Descriptions

2. Provide a detailed description of how the SRO program will be implemented. (Maximum 2000 Characters)

The SRO and school superintendent will confirm the details of the agreement and to clarify the role and functions of the SRO. The SRO will be introduced to students and staff by each building administrator. Parents will have the opportunity to meet and to interact with the SRO during entry and dismissal from school and during other school activities. As part of her/his duties, the SRO will work in classrooms with students to share information about safety. The SRO will work with administrators to craft school policies and safety plans. The SRO will work throughout the schools, such as hallways, the cafeteria, and outside on school grounds to monitor and protect the students, faculty, and staff of the school district.

- 3. Provide information on how the SRO will maintain, improve or enhance the safety, security and/or climate of the school.** (Maximum 2000 Characters)

1. Assist during lock-down procedures and canine searches. 2. Carry two-way radios and communicate regularly with administrators and office staff in response to emergencies and other security needs. 3. Probable past and present connections to the police force allows prompt responses to legal questions in regards to minors and the law. 4. A quiet presence in the school and on school grounds; interact with students and community. 5. Assist administration (trained investigators) in maintaining policy and enforcing school rules. 6. Check and secure all outside doors on a regular basis. 7. Maintain a watch over security cameras and review recorded video as needed. 8. Assisting at all lunches. 9. Assist after school keeping halls clear. 10. Walking the grounds (parking lot). 11. Assisting with student searches. 12. Intervening in student altercations. 13. Interview witnesses and participants in disciplinary incidents. 14. Locate stolen property and keep track of theft cases. 15. Serve as a liaison with the state police, assist in maintaining the order and safety in the school, and provide input on policy and the culpability of students who commit offenses. 16. Intervene, assist, and consult in the case of a bona-fide school emergency

4. Provide detailed information on the training and support to be provided to the SRO by the school entity/local law enforcement agency. (Maximum 2000 Characters)

1. The district will provide training for the SRO on school district policies and procedures that involve safety and security of the students, faculty, staff, grounds, and community. 2. The district will involve the SRO in administrative meetings to discuss, develop, and/or revise procedures related to safety and security. 3. The building administrators will provide on-going training and guidance for working within the school environment with the students, faculty, and staff related to communication, interpersonal interactions, and parent involvement. 4. The district will provide all of the policies and procedures involving safety, security, and crisis response to the SRO.

Support the need for Funds

5. Provide three (3) years of comparison data indicating the need for the targeted grant, including but not limited to: school violence statistics from the School Safety report; community crime rates; gang activity; bullying; absenteeism or truancy rates; expulsion/suspension rates; and disciplinary actions.

(Maximum 2000 Characters)

Wattsburg crime information Statistic Wattsburg 11001< Pennsylvania /1001< National/1001< Violent crime 384 (estimate) 349 387 Property crime 2,822 (estimate) 2,166 2,859 Total crime index 3,206 (estimate) 2,515 3,246 • The estimated Wattsburg crime index is 27% higher than the Pennsylvania average. • The estimated Wattsburg violent crime rate is 10% higher than the Pennsylvania average. • The estimated Wattsburg property crime rate is 30% higher than the Pennsylvania average. Wattsburg Area School District: School Year: 2010-2011 Enrollment 1584 Incidents 52 Offenders 50 Incidents Involving Local Law Enforcement 8 Total Arrests 0 Assignments to Alternative Education 2 Bullying 11 Attendance rate 95% School Year: 2011-2012 Enrollment 1536 incidents 62 Offenders 59 Incidents Involving Local Law Enforcement 24 Total Arrests 2 Assignments to Alternative Education 15 Incidents of Bullying 20 Suspensions 44 Expulsions 10 Incidents of Truancy 36 Attendance rate 95% School Year: 2012- 2013 Enrollment 1485 Incidents 60 Offenders 54 Incidents Involving Local Law Enforcement 14 Total Arrests 0 Assignments to Alternative Education 4 Incidents of Bullying 3 Suspensions 53 Expulsions 3 Incidents of Truancy 36 Attendance rate 96%

Grade levels/Students impacted

6. Provide the grade levels impacted; the number of students impacted and the number of staff impacted.

Students	1450
Staff	220
Grade Levels	Pre K - 12

Exhibit H

Projected Outcomes

7. Provide the projected outcomes of the SRO program in measurable terms including baseline information and expected improvement. Add new data by entering the fields then clicking the ADD button at the end of the row on the right.

Current average number of discipline incidents is 58.	Reduce overall number of discipline incidents by 10% during the first year employment of SRO.
The current number of truancy incidents per year is 36.	Reduce the number of truancy incidents by 20% during the first year of employment of SRO.
Average suspensions per year is currently 49.	Reduce the number of school suspensions by 10% during the first year of employment of SRO.
Law enforcement has been involved an average number of 15 times per year during the past three school years.	Reduce the use of law enforcement by 10%; reduce use of state police by 90%.

Budget

Budget Summary

Contracted Services	30000
Training	0
Total Grant Amount	30000

Exhibit H

Contracted Services

Function	Object	Quantity	Unit	Unit Rate	Total	
2100 SUPPORT SERVICES-STUDENTS	300 Purchased Professional and Technical Services	School Resource Officer	1	each	30000	\$30,000.00

Exhibit H

Training

Function	Object	Description of Expenditure	Quantity	Unit (each, doz, hrs, days, etc.)	Unit Rate	Total

N/A

Exhibit H

Budget Total

	100 Salaries	200 Benefits	300 Purchased Professional and Technical Services	400	500 Other	600 Supplies	700 Property	Totals
1000 Instruction	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
2100 SUPPORT SERVICES- STUDENTS	0.00	0.0	0.00	0.00	0.00	0.00	0.00	\$0.00
2200 Staff Support Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
2300 SUPPORT SERVICES- ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
2800 Central Support Services	0.00	0.00	\$30,000.00	0.00	0.00	0.00	0.00	\$30,000.00
3200 Student Activities	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
3300 Community Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
	\$0.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00
Approved Indirect Cost Operational Rate: 0.0000(CF5000: OBJ: 900)								\$0.00
Total								\$30,000.00

Exhibit F

N/A

Exhibit H

Payment Terms Responsibilities and Contact Information

1. PROJECT OFFICER: The person designated to act for the Commonwealth in managing this contract is:

Marc Bender
marbender@pa.gov
717-783-6612

2. PAYMENTS: Except as indicated herein, invoices shall be paid promptly by the Commonwealth with payment sent to:

Wattsburg Area SD
10782 Wattsburg Road
Erie, PA 16509-0000

Terms of Payment: Invoice (s) shall be submitted for services actually rendered. All grants must be expended by June 1, 2016.

In consideration of the project to be undertaken by Wattsburg Area SD, the Department grants to Wattsburg Area SD a sum of \$30,000.00 in accordance with the Budget.

3. INVOICES:

Grantee must mail invoices to the following address:

Commonwealth of PA- Grant Invoice
Location Code: 16SAFESCHL
PO Box 69183
Harrisburg, PA 17106

4. FISCAL REPORTING:

The Grant Recipient shall submit the following fiscal reports:

Final Expenditure Report due June 1, 2016.

Any unexpended funds remaining at the end of the grant period must be returned to the Department of Education. The fiscal reports must be submitted to:

Patricia Tamanini
PA Department of Education
Safe Schools Office
333 Market Street, 5th Floor
Harrisburg, PA 17126-0333

5. FUNDING LEVEL

a. THE TOTAL COST TO THE COMMONWEALTH UNDER THIS AGREEMENT SHALL NOT EXCEED THE AMOUNT SET FORTH IN THE AGREEMENT.

Payment of that amount is contingent upon the availability of Federal and State Program funds and State Legislative appropriations sufficient to pay the total costs.

Any funds provided to the Grantee under this Agreement may only be used in accordance with this Agreement.

b. FUNDING INCREASE- If the Commonwealth determines that additional Federal or State program funds are available for use under this Agreement, the Commonwealth may at its sole discretion increase the approved program cost. Such increases will be made in accordance with paragraph 6 ("Funding Adjustments").

c. FUNDING DECREASE- The Commonwealth reserves the right, at its sole discretion, to reduce the total cost of this Agreement when:

- (1) During any quarter of the agreement period, the Grantee spends less than the total amount planned on the approved Program Budget of this Agreement for such quarter; or
- (2) The Federal or State funds appropriated by the U.S. Congress and/or State Legislature are less than anticipated by the Commonwealth after Execution of this Agreement hereunder; or
- (3) The funds appropriated are later unavailable due to a reduction or reservation in the appropriation.

Such decreases will be made in accordance with paragraph 6 ("Funding Adjustments").

d. UNEXPENDED FUNDS- The Grantee understands and agrees that unexpended funds which remain unexpended at the end of the term of the Agreement or upon termination of the Agreement shall be returned to the Commonwealth within sixty (60) days of the project's ending date or termination date along with the submission of the Final Completion Report and/or Final Expenditure Report, depending on the applicable program requirements.

e. WITHHOLDING OF FUNDING. Without limitation of any other remedies to which it is entitled hereunder or at law, the Commonwealth shall have the right to withhold the funding granted under this Grant Agreement, in whole or in part, for any of the following reasons, without limitation:

- (1) failure of Grantee to fulfill in a timely and proper manner its obligations hereunder;
- (2) violation of laws, regulations or policies applicable to the grant or to the implementation of the project funded under this Grant Agreement; and
- (3) misuse of funds, mismanagement, criminal activity or malfeasance in the implementation of this Grant Agreement.

6. FUNDING ADJUSTMENTS

Funding Adjustments may be made for the following reasons and in the following manner:

a. Funding Increase:

- (1) The Commonwealth shall notify the Grantee in writing of any funding increases under this Agreement.
- (2) Upon receipt of this notice the Grantee shall revise and submit to the Commonwealth a revised Program Summary Budget and if necessary, any revised pages of the Narrative which shall reflect the increase of funds.
- (3) Funding increases will take effect upon Commonwealth's receipt and approval of the revised documents, which shall be incorporated in and made part of this Agreement.

b. Funding Decrease:

- (1) The Commonwealth shall notify the Grantee in writing of any funding decreases.
- (2) Funding decreases will be effective upon receipt by the Grantee of the Commonwealth's funding decrease notice.
- (3) Funding decrease notices shall be incorporated in and made part of this Agreement.

c. Transfer of funds among cost categories and/or object codes:

Any transfer of funds among cost functions and/or object codes must be made consistent with the applicable Program Guidelines.