

**AGREEMENT BETWEEN THE CITY OF LA HABRA  
AND THE LA HABRA CITY SCHOOL DISTRICT  
TO PARTICIPATE IN THE SCHOOL RESOURCE OFFICER PROGRAM  
FOR THE 2025/2026 SCHOOL YEAR**

This Agreement ("AGREEMENT") is made and entered into this 1<sup>st</sup> day of July, 2025, (Effective Date) by and between the City of La Habra, a municipal corporation ("CITY"), located at 110 East La Habra Boulevard, La Habra, California, 90631, and the La Habra City School District ("DISTRICT"), located at 500 North Walnut Street, La Habra, California, 90631.

**MISSION STATEMENT**

It is the stated goal of this AGREEMENT to have a working partnership between the CITY and the DISTRICT so as to provide a safe and secure learning environment for all students and to encourage a positive learning experience.

**RECITALS**

- A. CITY is a municipal corporation duly organized and validly existing under the Constitution and the laws of the State of California.
- B. DISTRICT is a political subdivision of the State of California located in Orange County, California and is organized and exists pursuant to the laws of the State of California.
- C. DISTRICT is in need of special services and advice available through the School Resource Officer Program, as more fully described herein below in Section 2 and, hereinafter referred to as "SERVICES."
- D. DISTRICT is authorized to enter into this AGREEMENT pursuant to the laws of the State of California.
- E. CITY employs sworn peace officers specially trained, experienced and competent to provide the SERVICES required and the CITY is willing to provide SERVICES to DISTRICT on the terms and in the manner provided in this AGREEMENT.
- F. CITY and DISTRICT are joining together in a collaborate effort to provide limited SERVICES on a limited basis.

**AGREEMENT**

NOW, THEREFORE, the parties hereto agree as follows:

**1. TERM**

- a. The term of this AGREEMENT shall commence in accordance with the Student Calendar for 2025/2026 (Exhibit A) beginning on August 11, 2025, and continue for a period of one (1) Student Calendar year, ending on May 28, 2026, unless previously terminated as specified in Section 5. At the end of the term period, DISTRICT and CITY may mutually agree, in writing, to renew the contract for up to three (3) term periods of one (1) Student Calendar year each.

**2. CITY SERVICES**

- a. The CITY will provide one (1) full-time School Resource Officer (SRO) to provide SERVICES under this AGREEMENT at District School sites within the City of La Habra, in accordance with the Student Calendar for 2025/26 (Exhibit A). The officer works a 9/80 work schedule. The 9/80 work week occurs over a 2-week period as follows: employees work seven 9-hour days in a 2-week period, one 8-hour day and then receive one "free" day off every other week. A "9/80 schedule" means that on 4 days per week the SRO works 9 hours, and on the 5th day the SRO will either work 8 hours or have a day off. Should the DISTRICT need an SRO on a day he/she is not present for school related business or an incident, the

DISTRICT shall notify the police dispatch center (562-383-4300). Requests for additional services will be charged in accordance with section 4 (c) in this AGREEMENT. In the absence of the assigned DISTRICT SRO, either one of the high school SROs, or a Patrol Officer, will respond in a timely manner to render appropriate service.

- b. The School Resource Officer is involved in a variety of activities, such as working with administration to resolve campus incidents, providing supervision at afternoon activities, visiting classrooms to discuss juvenile and law enforcement issues, and ensuring that unauthorized personnel are kept off school grounds.
- c. The CITY will perform said SERVICES as an Independent contractor and not as an employee of the DISTRICT. The CITY shall be under the control of the DISTRICT as to the result to be accomplished and not as to the means, or manner, by which such results are to be accomplished. The services performed by the Officer pursuant to this AGREEMENT are not intended to supplant those provided by existing DISTRICT security personnel.

### 3. DISTRICT DUTIES

- a. **Information/Work Space.** DISTRICT will prepare and furnish to the CITY upon request such information as is reasonably necessary to the performance by the CITY hereunder. DISTRICT will provide availability to a work space when applicable, and CITY will provide all law enforcement related materials.
- b. **Staff Liaison.** DISTRICT will designate a staff member to serve as liaison to the La Habra Police Department to facilitate communication between DISTRICT personnel and the SRO and coordinate the SRO's activities with DISTRICT activities and events.
- c. **District Personnel - Cooperation.** DISTRICT personnel shall cooperate with the Officer to facilitate his/her performance of Services pursuant to this AGREEMENT.

### 4. FUNDING

- a. **Personnel.** CITY is required to maintain one (1) full time School Resource Officer to provide the Services required by this AGREEMENT. CITY will provide a substitute sworn officer on school days when the assigned officer is unavailable due to pre-scheduled leave, CITY-required training, etc.
- b. **Funding of Personnel.** The cost of the one (1) School Resource Officer, including all expenses such as mileage, parking, transportation, lodging, meals, and materials for the services will not exceed One hundred ninety-five thousand, three hundred ninety-two dollars (\$195,392). Payment shall be made after submission of an invoice and shall be due within thirty days.
- c. **Funding-Supplemental Services.** Additional Services may be secured by the DISTRICT. The DISTRICT may request the services of a School Resource Officer during evening events such as PTA meetings, Back-to-School night(s), Open House(s), sporting event(s), dance(s), prom(s) or other school-sponsored events. DISTRICT agrees to provide additional compensation to CITY at a rate equal to one and one-half (1/2) times the base hourly salary of the officer(s), for actual hours worked after the conclusion of the normal work day (5:00 p.m.).

### 5. TERMINATION

- a. DISTRICT or CITY may terminate this AGREEMENT without cause any time after the Effective Date, by giving a thirty (30) day written notice to the other party. CITY shall continue to provide Services after notice to terminate and during the thirty (30) day notice period unless DISTRICT, in the notice, requests CITY not perform Services. The notice shall be deemed given when personally delivered to the DISTRICT or CITY representative or three (3) days after the date the notice is deposited in the United States mail, first-class postage paid, and addressed to the appropriate representative as specified in this AGREEMENT.

## 6. INDEMNIFICATION

- a. **District Obligations.** DISTRICT agrees to defend, indemnify and hold CITY, its elected and appointed officials, officers, and employees harmless against and from any and all losses, claims, actions, damages, expenses or liabilities, including reasonable attorney's fees, arising out of or in any way connected with the DISTRICT's negligent performance of this AGREEMENT. DISTRICT assumes workers' compensation liability for injury or death of its officers, agents, employees and volunteers, and assumes no workers' compensation responsibility for the elected and appointed officials, officers, and employees of the CITY.
- b. **City's Obligations.** CITY agrees to defend, indemnify and hold DISTRICT, its officers, agent, employees and volunteers harmless against and from any and all losses, claims, actions, damages, expenses or liabilities, including reasonable attorney's fees, arising out of or in any way connected with CITY's negligent performance of this AGREEMENT. CITY assumes worker's compensation liability for injury or death of its elected and for injury or death of its elected and appointed officials, officers, and employees, and assumes no workers' compensation responsibility for the officers, agents, employees and volunteers of the DISTRICT.

## 7. AMENDMENTS

- a) Only writing executed by the parties hereto or their respective successors and assigns may amend this AGREEMENT.

## 8. ASSIGNMENT

- a) This AGREEMENT may not be assigned or transferred by either Party without the written consent of the parties hereto.

## 9. NOTICE/REPRESENTATIVES

- a) The CITY and DISTRICT have designated the following representatives to receive notices and act in their agency's behalf in the administration of this AGREEMENT.

|          |   |
|----------|---|
| CITY     | Chief of Police<br>La Habra Police Department<br>150 North Euclid Street<br>La Habra, CA 90631              |
| DISTRICT | Superintendent of Schools<br>La Habra City School District<br>500 North Walnut Street<br>La Habra, CA 90631 |

## 10. NO THIRD-PARTY BENEFICIARY

- a) This AGREEMENT, including, but not limited to, the indemnification provisions, is for the benefit of the Parties only and does not create, nor is it intended to create, any benefit or liability to third parties.

## 11. MISCELLANEOUS

- a) CITY shall comply with all applicable Federal, State, and local laws, rules, regulations, and ordinances including workers' compensation while performing pursuant to this AGREEMENT.
- b) This AGREEMENT constitutes the entire agreement between the parties with respect to the subject matter herein. No promise or representation not set forth herein shall be binding or of any force or effect.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed.

CITY OF LA HABRA  
A Municipal Corporation

Date: \_\_\_\_\_

By: \_\_\_\_\_

Jim Sadro  
City Manager

LA HAHBRA CITY SCHOOL DISTRICT

Date: \_\_\_\_\_

By: \_\_\_\_\_

Dr. Mario Carlos  
Superintendent

APPROVED AS TO FROM:

\_\_\_\_\_  
Keith F. Collins, City Attorney  
City of La Habra

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Rhonda J. Barone, CMC  
City Clerk  
City of La Habra

Date: \_\_\_\_\_

\_\_\_\_\_  
Counsel for La Habra City School District

# Exhibit A

## La Habra City School District School Year 2025-2026 Elementary Schools

| August |    |    |    |    | No. of Days |
|--------|----|----|----|----|-------------|
| M      | Tu | W  | Th | F  | 15          |
|        |    |    |    | 1  |             |
| 4      | 5  | 6  | 7  | 8  |             |
| 11     | 12 | 13 | 14 | 15 |             |
| 18     | 19 | 20 | 21 | 22 |             |
| 25     | 26 | 27 | 28 | 29 |             |

| September |    |    |    |    | No. of Days |
|-----------|----|----|----|----|-------------|
| M         | Tu | W  | Th | F  | 21          |
| 1         | 2  | 3  | 4  | 5  |             |
| 8         | 9  | 10 | 11 | 12 |             |
| 15        | 16 | 17 | 18 | 19 |             |
| 22        | 23 | 24 | 25 | 26 |             |
| 29        | 30 |    |    |    |             |

| October |    |    |    |    | No. of Days |
|---------|----|----|----|----|-------------|
| M       | Tu | W  | Th | F  | 23          |
|         |    | 1  | 2  | 3  |             |
| 6       | 7  | 8  | 9  | 10 |             |
| 13      | 14 | 15 | 16 | 17 |             |
| 20      | 21 | 22 | 23 | 24 |             |
| 27      | 28 | 29 | 30 | 31 |             |

| November |    |    |    |    | No. of Days |
|----------|----|----|----|----|-------------|
| M        | Tu | W  | Th | F  | 13          |
| 3        | 4  | 5  | 6  | 7  |             |
| 10       | 11 | 12 | 13 | 14 |             |
| 17       | 18 | 19 | 20 | 21 |             |
| 24       | 25 | 26 | 27 | 28 |             |

| December |    |    |    |    | No. of Days |
|----------|----|----|----|----|-------------|
| M        | Tu | W  | Th | F  | 15          |
| 1        | 2  | 3  | 4  | 5  |             |
| 8        | 9  | 10 | 11 | 12 |             |
| 15       | 16 | 17 | 18 | 19 |             |
| 22       | 23 | 24 | 25 | 26 |             |

| January |    |    |    |    | No. of Days |
|---------|----|----|----|----|-------------|
| M       | Tu | W  | Th | F  | 18          |
|         |    |    | 1  | 2  |             |
| 5       | 6  | 7  | 8  | 9  |             |
| 12      | 13 | 14 | 15 | 16 |             |
| 19      | 20 | 21 | 22 | 23 |             |
| 26      | 27 | 28 | 29 | 30 |             |

| February |    |    |    |    | No. of Days |
|----------|----|----|----|----|-------------|
| M        | Tu | W  | Th | F  | 18          |
| 2        | 3  | 4  | 5  | 6  |             |
| 9        | 10 | 11 | 12 | 13 |             |
| 16       | 17 | 18 | 19 | 20 |             |
| 23       | 24 | 25 | 26 | 27 |             |

| March |    |    |    |    | No. of Days |
|-------|----|----|----|----|-------------|
| M     | Tu | W  | Th | F  | 17          |
| 2     | 3  | 4  | 5  | 6  |             |
| 9     | 10 | 11 | 12 | 13 |             |
| 16    | 17 | 18 | 19 | 20 |             |
| 23    | 24 | 25 | 26 | 27 |             |
| 30    | 31 |    |    |    |             |

| April |    |    |    |    | No. of Days |
|-------|----|----|----|----|-------------|
| M     | Tu | W  | Th | F  | 21          |
|       |    | 1  | 2  | 3  |             |
| 6     | 7  | 8  | 9  | 10 |             |
| 13    | 14 | 15 | 16 | 17 |             |
| 20    | 21 | 22 | 23 | 24 |             |
| 27    | 28 | 29 | 30 |    |             |

| May |    |    |    |    | No. of Days |
|-----|----|----|----|----|-------------|
| M   | Tu | W  | Th | F  | 19          |
|     |    |    |    | 1  |             |
| 4   | 5  | 6  | 7  | 8  |             |
| 11  | 12 | 13 | 14 | 15 |             |
| 18  | 19 | 20 | 21 | 22 |             |
| 25  | 26 | 27 | 28 | 29 |             |

| June |    |    |    |    | No. of Days |
|------|----|----|----|----|-------------|
| M    | Tu | W  | Th | F  | 18          |
| 1    | 2  | 3  | 4  | 5  |             |
| 8    | 9  | 10 | 11 | 12 |             |
| 15   | 16 | 17 | 18 | 19 |             |
| 22   | 23 | 24 | 25 | 26 |             |
| 29   | 30 |    |    |    |             |

| Calendar of Events |                                 |
|--------------------|---------------------------------|
| 8/8                | TK/K Orientation                |
| 8/11               | First Day of School             |
| 9/1                | Labor Day                       |
| 9/26-10/3          | Minimum Days Parent Conferences |
| 11/3               | No School-Staff Development     |
| 11/7               | Minimum Day-Report Card Input   |
| 11/11              | Veteran's Day                   |
| 11/24-11/28        | Thanksgiving Recess             |
| 12/22-1/2          | Winter Recess                   |
| 1/5                | No School-Staff Development     |
| 1/19               | Martin Luther King Jr. Day      |
| 1/30-2/6           | Minimum Days-Parent Conferences |
| 2/9                | Lincoln Day                     |
| 2/16               | Washington Day/Presidents Day   |
| 2/20               | Minimum Day-Report Card Input   |
| 3/16-3/20          | Spring Recess                   |
| 4/3                | No School-Staff Development     |
| 5/8                | Minimum Day-Report Card Input   |
| 5/25               | Memorial Day                    |
| 5/28               | Last Day of School-Minimum Day  |
| 6/2-6/26           | Summer BRIDGE                   |
| 6/19               | Juneteenth                      |

| Trimesters                |  |
|---------------------------|--|
| 1st- 8/11-11/7            |  |
| 2nd-11/10-2/20            |  |
| 3rd-2/23-5/28             |  |
| <b>Student Days - 180</b> |  |

|                             |
|-----------------------------|
| No School-Staff Development |
| Holiday                     |
| Recess                      |
| Minimum Day                 |
| First/Last Day              |
| TK/K Orientation            |

 **Arbolita Elementary-TK-6**  
Visual and Performing Arts  
California Exemplary Arts Education  
Program Award Recipient  
562.690.2352

 **Sierra Vista Elementary-TK-6**  
No Excuses University School  
Lang Lang "Keys of Inspiration" School  
562.690.2359

 **El Cerrito Elementary-TK-6**  
Computer Science Magnet School  
California Gold Ribbon School  
PBIS Gold Award Recipient  
562.690.2340

 **Walnut Elementary-TK-6**  
STEAM Academy  
562.690.2369

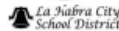
 **Ladera Palma Elementary-TK-6**  
Dual Immersion-Spanish  
562.690.2348

 **Early Learning**  
Birth-School Aged  
California Golden Bell Recipient  
562.690.2386

 **Las Lomas Elementary-TK-5**  
Entrepreneur Exploration Focus  
Long Lang "Keys of Inspiration" School  
562.690.2353



 **Las Positas Elementary-TK-5**  
International Baccalaureate  
Primary Years Programme  
562.690.2356

 La Habra City School District

Board Approved: October 10, 2024