



## CC Regular Meeting AGENDA ITEM REPORT

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**Meeting:** June 3, 2025  
**Title:** Memorandum(s) of Understanding with Covina Valley Unified, Charter Oak Unified and Azusa Unified School Districts Regarding School Resource Officers  
**Presented by:** Ric Walczak, Chief of Police  
**Recommendation:** Approve the three Memorandum of Understanding (MOU) to assign School Resource Officers (SRO) within Covina Valley Unified, Charter Oak Unified and Azusa Unified School Districts and authorize the City Manager or his designee to execute the MOUs.

### EXECUTIVE SUMMARY:

The item before you will continue the community partnership the Covina Police Department has with the Charter Oak Unified School District for one (1) sworn police officer to be funded by COUSD and assigned to Charter Oak High School, and continues our community partnership with the Covina-Valley Unified School District for two (2) sworn police officers to be funded by CVUSD and assigned to Covina and Northview High Schools. Additionally, Azusa Unified School District may return to the program with up to one officer full-time assigned to Gladstone Middle School based on staffing availability.

### BACKGROUND:

The Covina Police Department School Resource Officer program was implemented in February 1994 in partnership with the Charter Oak Unified School District. In September 1997, the program expanded to include Gladstone High School of the Azusa Unified School District, and in September 2002, Covina Valley Unified School District joined the program with a SRO assigned to split time at their two high schools located in Covina

### DISCUSSION:

Historically the Covina Police Department has had a solid partnership with its schools in an effort to increase safety and security at local campuses. Various programs have included education on substance abuse, criminal gang awareness and school safety measures. A highly trained sworn law enforcement officer is a benefit to any school. As a First Responder already on campus, their visible presence increase security aspects, builds rapport with staff, students and parents and is a method for investigation and intervention.

Through strong partnerships with Charter Oak Unified, Covina Valley Unified, and Azusa Unified, the Covina Police Department is in a position to assign one (1) sworn Covina Police Officer to the Charter Oak High School, and two (2) sworn Covina Police Officers to be deployed to Covina and Northview High Schools. One officer may be assigned to Gladstone Middle School as the need arises.

### FISCAL IMPACT:

The Police Department is in constant communication with the districts and remain flexible as to SRO specific scheduling. The personnel cost of the existing full-time SROs will be reimbursed pursuant to the Memorandum of Understanding between the City of Covina and the Districts. The Districts will be billed for actual wages and applicable benefits for the positions incurred during the regular school year. This program requires no additional general fund appropriations.

**CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):**

Not applicable.

Respectfully submitted,

  
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Ric Walczak  
Chief of Police