

AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 2024, by and between the CITY OF NEEDLES, hereinafter referred to as "CITY", and NEEDLES UNIFIED SCHOOL DISTRICT, hereinafter referred to as "DISTRICT".

WITNESSETH

WHEREAS, CITY and DISTRICT have a cooperative need for a qualified Sheriff's Service Specialist with applicable equipment (hereinafter referred to as Service Specialist) to perform the services as described in Attachment A of this Agreement; and

WHEREAS, the County Sheriff's Department is willing to contribute 10% towards the position of Service Specialist; and

WHEREAS, after the 10% contribution from the Sheriff's Department, the remaining cost of the Service Specialist will be \$97,708 for the 2024-2025 school year. DISTRICT is willing to pay one-half of this cost for a total of \$48,854 which includes the cost of personnel and equipment during the 2024-2025 school year and CITY is willing to pay one-half of the Service Specialist cost for a total of \$48,854.

NOW, THEREFORE, DISTRICT and CITY mutually agree as follows:

CITY agrees to:

- 1) Contract with the San Bernardino County Sheriff's Department to provide a Sheriff's Service Specialist during the 2024-2025 school year; and
- 2) Pay the San Bernardino County Sheriff's Department the contract amount for such services.

DISTRICT agrees to:

- 1) Pay CITY \$48,854 as DISTRICT's contribution for the services of the Service Specialist; and
- 2) Make full payment to CITY upon receipt of an invoice.

Duration of Agreement:

The term of this Agreement shall be for the 2024-2025 school year.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the day and year first above written.

CITY OF NEEDLES

NEEDLES UNIFIED SCHOOL DISTRICT

Mayor

Superintendent

Dated: _____

Dated: _____

ATTACHMENT A
TO AGREEMENT BETWEEN
THE NEEDLES UNIFIED SCHOOL DISTRICT
AND CITY OF NEEDLES

SHERIFF'S SERVICE SPECIALIST JOB EXPECTATIONS/RESPONSIBILITIES

Expectations and responsibilities include but are not limited to representing the Sheriff's Department / Needles Police in the community by managing and directing programs that promote crime prevention, drug prevention, public information, community involvement, and child safety.

The following is a list of duties:

- Prepare weekly arrest log press release
- Manage station social media
- Monitor daily activities and prepare press releases
- Handle press inquiries
- Conduct drug prevention awareness in the Needles School District and Needles recreation center
- Coordinate Every 15 Minutes presentation at Needles High School
- Recruit Explorer Scouts
- Assist with traffic control
- Coordinate with school district for crime and drug prevention programs
- Network with school officials to develop school safety presentations for students and parents
- Coordinate Station Trunk or Treat event
- Coordinate Shop with a first responder event for Needles youth during Christmas season
- Assist with Backpack Buddies event providing school supplies and clothing for Needles students
- Recruit USMC Devil Pup participants for Needles youth
- Traffic control at Needles schools
- Coordinate Red Ribbon Week at local schools
- Assist with Needles Children's Health Fair
- Coordinate Elementary School Christmas bicycle giveaway

Training:

- Attend in service training related crime prevention, public affairs, and community relations.
- Network with Department Public Affairs Division to maintain awareness of most recent practices