

Racine School COP Officer Program – Scope of Work Menu  
 Base consultancy fee: \$90/hour

#	Milestone/Activity	Planned Hours	Cost
1	Recommendation # 2 - Support the creation of the multi-disciplinary teams Actions: <ul style="list-style-type: none"> <li>• speak with RUSD staff as well as RPD team members to build buy-in for the teams</li> <li>• make recommendations on who should be on the team. Remember – JDAI is willing to convene.</li> </ul>	2-5	\$180-\$450
2	Recommendation # 4 - Help create the MOU and SOP documents Actions: <ul style="list-style-type: none"> <li>• speak w. NASROs for recommendations</li> <li>• find examples of SOPs from successful programs</li> <li>• draft some of the language for RPD/RUSD/Mt.PD SOP, especially the aspects related to school relevant discipline vs. law enforcement relevant discipline.</li> </ul>	5-10	\$450-\$900
4	Recommendation # 5 – Help build the partnership between Mt. Pleasant and RPD/RUSD for the new program approach Action: Meet w. Mt. Pleasant Police Chief and the current SRO to get an understanding of their current approach. Encourage early discussions between RUSD and Mt. Pleasant then RPD to get Mt. Pleasant buy-in for Case High School	5-10	\$450-\$900
5	Recommendation # 6 - Support preparation and facilitation of RPD officer planning meetings regarding the new School COP Officer program Actions: <ul style="list-style-type: none"> <li>• Prepare meeting deck and digital handouts that can be printed by RPD as needed</li> <li>• Create agenda, meeting goals, talking points</li> <li>• Attend meetings if requested</li> </ul>	3-7	\$270-\$630
6	Recommendation # 7 - Support preparation of community meetings regarding the new School COP Officer program Actions: <ul style="list-style-type: none"> <li>• If possible, adapt presentation deck from RPD Officer meetings for community with a goal of transparency in communication</li> <li>• As needed, create new materials</li> <li>• Attend meetings if requested</li> </ul>	1-5	\$90-\$450

	<p>Recommendation # 8 - Support finding and creating trainings for School COP Officers and School Personnel</p> <p>Actions:</p> <ul style="list-style-type: none"> <li>• Look at NASRO and other online sources to find relevant trainings</li> <li>• Secure local resources for training needs</li> </ul> <p>NOTE: Training development will be based on stakeholder feedback and Safe &amp; Sound experience.</p>	2-5	\$180-\$450
	<p>Recommendations # 9 &amp; 10 - Asset mapping to leverage existing programs and to create more collaborative community engagement and student referral processes</p> <p>Actions:</p> <ul style="list-style-type: none"> <li>• Document local opportunities for partnership and support with recommendations on partnership structure.</li> <li>• Document communication opportunities and gaps with recommendations on next steps.</li> <li>• At the end of the technical assistance provide documentation of the entire process including a timeline, stakeholders, cost, lessons learned, measurement tools, interview questions etc.</li> </ul> <p>Note: The goal of all this documentation is to aide RPD should the School COP Officer program become a model program for use in other communities.</p>	8-10	\$720-\$900
	<p>Recommendation # 11 &amp; 12 – Help create a School COP Officer program evaluation framework</p> <ul style="list-style-type: none"> <li>• Define program outputs and outcomes – work with social service stakeholders to get feedback, incorporate feedback already received from RPD</li> <li>• Create talking points for the program to help brand the strategy and highlight reasons for the change</li> <li>• Find/Create survey or other measurement tools to gather baseline and incremental data to measure program success</li> <li>• Create evaluation timeline</li> </ul>	24-40	\$2160-\$3600
	<p>General – Site Visits to high schools for interviews, COP House feedback</p>	9-12	\$810-\$1080
	<p>General</p> <ul style="list-style-type: none"> <li>• Update proposal to include RUSD feedback and strategic plan language</li> <li>• Update RUSD Strategic Plan and the proposal to include</li> </ul>	2	\$180
<b>Total</b>		<b>61-106</b>	<b>\$5490 - \$9540</b>



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