

# Dane County Contract Cover Sheet

Revised 01/2025

Res 295  
significant

Dept./Division	Sheriff's Office - Field Services Division		
Vendor Name	Village of Windsor	MUNIS #	8034
Brief Contract Title/Description	Request authorization for modification to an intergovernmental agreement with the Village of Windsor for an additional certified sworn law enforcement officer to perform law enforcement duties at a level above the basic level of law enforcement service already provided to the Village. Position approved in the 2026 Adopted Budget.		
Contract Term	1/1/2026 - 12/31/2026		
Contract Amount	\$119,200 exp -- \$149,800 revenue		

Contract # Admin will assign	16111
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input checked="" type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Lillian Radivojevich	Name	Robert E. Wipperfurth
Phone #	(608) 284-4801	Phone #	(608) 505-1270
Email	radivojevich@danesherriff.com	Email	rwipperfurth@windsorwi.gov
Purchasing Officer	Pete Patten		

Purchasing Authority	<input type="checkbox"/> \$13,000 or under – Best Judgment (1 quote required)		
	<input type="checkbox"/> Between \$13,000 – \$45,000 (\$0 – \$25,000 Public Works) (3 quotes required)		
	<input type="checkbox"/> Over \$45,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #	
	<input type="checkbox"/> Bid Waiver – \$45,000 or under (\$25,000 or under Public Works)		
	<input type="checkbox"/> Bid Waiver – Over \$45,000 (N/A to Public Works)		
	<input type="checkbox"/> Cooperative Contract	Contract Name & #	
	<input checked="" type="checkbox"/> N/A - Grants, Leases, Intergovernmental, Property Purchase/Sale, Other		



MUNIS Req.	Req #	Org: SHRFFFLD	Obj: 80584	Proj:	\$ 149,800.00
	Year	Org: SHRFFFLD	Obj: Personnel Service	Proj:	\$ 119,200.00
		Org:	Obj:	Proj:	\$

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000	<input type="checkbox"/> Contract does not exceed \$100,000		
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 – resolution required.	Res #	295
	<input type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.	Year	2025

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL	
Dept. Head / Authorized Designee	
Nygaard, Christopher	Digitally signed by Nygaard, Christopher Date: 2025.12.19 10:19:23 -06'00'

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
	

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
DOA:	Date In: 1/9/26	Date Out: _____	<input type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

## Goldade, Michelle

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**From:** Goldade, Michelle  
**Sent:** Friday, January 9, 2026 3:26 PM  
**To:** Hicklin, Charles; Patten, Peter; Gault, David; Cotillier, Joshua  
**Cc:** Oby, Joe  
**Subject:** Contract #16111  
**Attachments:** 16111.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 1/9/2026 3:27 PM	Approve: 1/9/2026 3:27 PM
	Patten, Peter		Approve: 1/9/2026 4:16 PM
	Gault, David	Read: 1/9/2026 3:53 PM	Approve: 1/9/2026 3:54 PM
	Cotillier, Joshua	Read: 1/12/2026 8:05 AM	Approve: 1/12/2026 8:15 AM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #16111  
Department: Sheriff  
Vendor: Village of Windsor  
Contract Description: IGA for School Resource Officer (Res 295)  
Contract Term: 1/1/26 – 12/31/26  
Contract Amount: \$119,200 (exp) - \$149,800 (revenue)

### *Michelle Goldade*

Administrative Manager  
Dane County Department of Administration  
Room 425, City-County Building  
210 Martin Luther King, Jr. Boulevard  
Madison, WI 53703  
PH: 608/266-4941  
Fax: 608/266-4425  
TDD: Call WI Relay 711

Please Note: I currently have a modified work schedule...I am in the office Mondays and Wednesdays and working remotely Tuesdays, Thursdays and Fridays.

2025 RES-295

**AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT WITH THE VILLAGE OF WINDSOR FOR A SCHOOL RESOURCE OFFICER**

The Dane County Sheriff's Office contracts with the Village of Windsor, Contract No. 13902, 2019 RES-425, for law enforcement service at a level above the basic level of law enforcement service provided to the Village.

The Village of Windsor requests a modification to the existing law enforcement service contract, Contract No. 13902, for an additional certified sworn law enforcement officer (total of 5 FTE's), to perform such law enforcement duties. An additional vehicle and associated equipment are not required for the additional position.

The additional Deputy provided to the Village of Windsor with this contract modification shall be assigned to the Deforest Area School District as a School Resource Officer (SRO) for 187 workdays of a school year for four consecutive hours per day, during all times the SRO is not assigned to the Deforest Area School District the SRO shall perform general law enforcement patrol duties for the Village of Windsor in the manner performed by the other Deputies assigned to the Village of Windsor pursuant to Contract No. 13902.

The Village of Windsor shall reimburse County for the actual cost of providing the additional Deputy, estimated at \$149,800 for 2026 and, the Deforest Area School District shall reimburse the Village of Windsor the actual cost of providing the SRO as specified under this contract modification, not to exceed \$50,000 annually.

SROs enhance overall school security and climate by building positive relationships, providing law enforcement related education to school districts and the community including offering immediate threat response, deterring crime with a visible presence, building positive youth relationships, helping to develop emergency plans and, connecting kids to services.

**NOW THEREFORE BE IT RESOLVED** that on behalf of the County of Dane, the County Executive is authorized to execute the above referenced Intergovernmental Agreement with the Village of Windsor; and

**BE IT FURTHER RESOLVED** that for 2026, \$149,800 is transferred from the General Fund to revenue account line Village of Windsor (SHRFFLD 80584); and

**BE IT FURTHER RESOLVED** that for 2026, \$119,200 is transferred from the General Fund to the following budget expense account lines:

Salary & Wages (SHRFFLD 10009)	\$71,000
Retirement (SHRFFLD 10099)	\$10,800
Social Security (SHRFFLD 10108)	\$5,400
Health (SHRFFLD 10117)	\$30,300
Dental (SHRFFLD 10153)	\$1,700
Disability Insurance (SHRFFLD 10171)	\$200
Uniform (SHRFFLD 10234)	\$1,200
Salary Savings (SHRFFLD 10250)	-\$1400
	<hr/>
	\$119,200

42           **BE IT FURTHER RESOLVED** 1 FTE Deputy Sheriff I/II position for the Village of  
43 Windsor is contingent upon continued financial support from the Village of Windsor; and  
44

45           **BE IT FINALLY RESOLVED** that all unrecognized revenue from the above referenced  
46 revenue account line is carried forward until fully expended.

**VILLAGE OF WINDSOR  
VILLAGE BOARD RESOLUTION 2025-82**

**APPROVAL OF AN INTERGOVERNMENTAL AGREEMENT  
FOR THE SCHOOL RESOURCE OFFICER PROGRAM**

**WHEREAS**, the DeForest Area School District desires a law enforcement officer to be present at its schools; and

**WHEREAS**, the Village Board supports the assignment of a law enforcement officer to the schools within the Village of Windsor; and

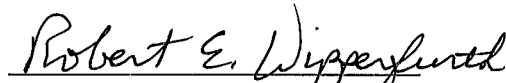
**WHEREAS**, the Village contracts with the Dane County Sheriff's Office to provide law enforcement coverage within the Village of Windsor; and

**WHEREAS**, the Village President, Village Attorney and Village staff have negotiated an agreement with the school district, Dane County, and the Dane County Sheriff's office to provide a sheriff deputy for assignment to schools located in the Village of Windsor, and assignment for patrol of the Village during times when school is not in session.

**NOW THEREFORE, BE IT RESOLVED**, by the Village Board of the Village of Windsor that the agreement pertaining to the School Resource Officer, attached hereto as Exhibit A, is hereby approved. The Village President, Village Attorney and Staff are hereby authorized to execute and implement same.

The above and foregoing Resolution was duly adopted at a regular meeting of the Village Board of the Village of Windsor on December 4, 2025 with a vote of 5 in favor 0 opposed and 0 abstentions.

**VILLAGE OF WINDSOR**

  
Robert E. Wipperfurth, President

**Attested by:**

  
Jamie Rybarczyk  
Community Development Director, Interim Deputy Clerk

**Incorporated by Reference:**

Exhibit A – School Resource Officer Program Agreement

**INTERGOVERNMENTAL AGREEMENT  
SCHOOL RESOURCE OFFICER (SRO) PROGRAM**

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THIS AGREEMENT (the "**Agreement**"), by and between Calvin D. Barrett, acting solely in his official capacity as Dane County Sheriff ("**Sheriff**"), the County of Dane ("**County**"), the Village of Windsor (hereafter, the "**Village**") and the DeForest Area School District (the "**School District**") (collectively, the "**Parties**"), is entered into effective as of the last date of signature below,.

WHEREAS, the County, whose address is c/o County Clerk, 112 City-County Building, Madison, WI 53703, finances a sheriff's office as required by the laws of this state; and

WHEREAS, the Sheriff, whose address is Room 2000, 115 West Doty Street, Madison, WI 53703, is the duly elected and qualified sheriff of the County of Dane and as sheriff, manages and directs the operations of the Dane County Sheriff's Office in providing police services throughout the territorial limits of the County of Dane; and

WHEREAS, the Village, whose address is c/o Village Clerk, P. O. Box 348, 4430 Windsor Road, Windsor, WI 53598, pursuant to sec. 61.65(1)(a), Wisconsin Statutes, is authorized to provide law enforcement services and desires to have law enforcement services within the boundaries of the Village of Windsor, the Village being willing to purchase such services from the Dane County Sheriff's Office by a contract pursuant to sec. 61.65(1)(a)4, Wisconsin Statutes; and

WHEREAS, the Village, Sheriff and County, have entered into Agreement No. 13902 effective as of February 25, 2020, whereby the Sheriff has assigned certain deputies to the Village for law enforcement purposes pursuant to the terms and conditions of the Agreement ("**Agreement No. 13902**"); and

WHEREAS, the School District, whose address is Superintendant, 500 S. Cleveland Avenue, DeForest, WI 53532 desires to have a deputy assigned to the School District as a School Resource Officer (the "**SRO**"); and

WHEREAS, the Village desires to utilize the SRO Deputy to augment the deputies assigned to the Village pursuant to Agreement No. 13902 during times the SRO is not needed by the School District; and

WHEREAS, the Sheriff is willing to assign a State of Wisconsin-certified sworn law enforcement officer to act as the SRO, provided the Village and School District are willing to pay for the services of such officer; and

WHEREAS, the County is willing to consent to such an arrangement provided its costs are adequately reimbursed by Village and School District; and

WHEREAS, the Village and School District have agreed to a manner in which the SRO would be assigned between these two entities and how the costs of such SRO would be apportioned between the Village and School District; and

WHEREAS, the parties wish to memorialize the terms of their agreement.

NOW, THEREFORE, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is acknowledged by each party for itself, the Parties agree as follows:

1. INCORPORATION OF AGREEMENT NO. 13902. The terms and conditions of Agreement No. 13902 are hereby incorporated into this Agreement by reference as though set forth in detail herein. All terms and conditions of Agreement No. 13902 shall apply to this Agreement except to the extent expressly stated otherwise herein. By execution of this Agreement, the School District hereby agrees to be subject to and comply with all terms and conditions of the parties set forth in Agreement No. 13902 unless the terms of this Agreement expressly provide otherwise.

2. TERM.

a. APPLICABLE TERM: This Agreement shall commence as of the date all parties have executed this Agreement below and expire on June 30, 2026, unless terminated earlier as provided in this Agreement.

b. EXTENDED TERM: The Village and School District will review the SRO program no less than 90 days prior to its termination to determine if the Agreement should be extended beyond June 30, 2026. The Village and School District, through the Village, shall notify the Sheriff at least 60 days prior to the date of termination as to whether or not the desire to extend the term of the Agreement. If they desire to extend the term, and the Sheriff and County are willing to extend the agreement, it shall be extended for additional one-year consecutive terms under the same terms and conditions, except the amount to be paid by the School District to the Village shall increase as provided in section 3 below. The provisions of this subsection shall supercede any conflicting provisions within Agreement No. 13902 with respect to the SRO.

3. COST.

a. SCHOOL PAYMENTS. The Village shall reimburse the County its actual cost of providing the SRO to the Village and School District under this Agreement as provided in Agreement No. 13902. The Village shall invoice the School District on a monthly basis for the portion of such costs arising from the SRO duties provided to the School District. The School District shall pay to the Village the amount invoiced within 30 days of receipt of same (the invoice payments are referred to as the "**School Payment**", individually, and the "**School Payments**", collectively). The total School Payments for the initial term of this Agreement shall not exceed \$50,000 (the "**School Payment Cap**"). In the event the SRO is assigned to the School District less than 187 days during the initial term of this Agreement, the Village and School District shall meet and negotiate in good faith an equitable amendment to the School Payment Cap, either increase or decrease, based on the amount of days the SRO was assigned to the School District, the amount of School Payments relative to the actual cost the County charged the Village for the SRO, and other factors the Village and School District deem appropriate. Unless otherwise agreed by the Village and School District, the meeting shall occur during the true up meeting set forth in subsection b below. After the initial term of this Agreement, if the Agreement is extended as provided in section 2.b. above, the amount of the School Payment Cap shall increase during the extended term in equal amounts each year such that within 5 years after the commencement of this Agreement the School District is paying to the Village the full amount the County is charging the Village for all costs arising from the SRO duties provided to the School District as provided in section 5 below.

b. TRUE UP. Each year at least 30 days prior to the expiration of this Agreement, during the initial term and any extended term, the Village and School District shall meet and review the actual cost the County charged the Village for the SRO, the amount of the School Payments, the amount of time the SRO was assigned to the Village and to the School District,

the amount of overtime requested by the School District pursuant to section 7.n. below, and any other factor the Village and School District deem appropriate. The County shall reasonably cooperate with the Village and School District and provide any reasonable information relating to the above listed factors. Based on such factors, the Village and School District shall negotiate in good faith an equitable amendment to the amount paid by the School District to the Village, either increase or decrease, based on the above listed factors. Any resulting payment shall be paid to the receiving party within 30 days of the meeting.

c. DISPUTE RESOLUTION. In the event any party objects to any matter arising from this Agreement; including but not limit to an invoice or request for payment, the objecting party shall pay the undisputed amount and promptly notify the other parties of the objection, and state in detail the amount and basis for the objection. The objecting and receiving party shall meet and negotiate in good faith a resolution of the dispute. In the event they cannot agree upon a resolution, they shall mediate the dispute before a neutral mediator agreed upon by the objecting and receiving parties. In the event they cannot agree upon a mediator, the third party to this Agreement shall select the mediator. The objecting and receiving parties shall pay one-half of all costs of mediation, except they shall each pay their own legal costs. If the dispute cannot be resolved through mediation any party may seek a judicial determination by filing an action in the Circuit Court of Dane County, Wisconsin according to statute. Any non-monetary dispute arising from this Agreement shall be resolved in the same manner set forth in this subsection.

4. SCOPE OF SERVICES. The Sheriff shall assign one sheriff's deputy to Village, with all necessary equipment, to provide to the Village such law enforcement services as set forth in this Agreement in the same manner as provided in Agreement No. 13902. The SRO provided in this section shall be in addition to the deputies assigned to the Village as provided in Agreement No. 13902.

a. LIASON. In addition to the Village, the School District shall designate a liaison for the SRO as provided in Agreement No. 13902.

b. OFFICE. The Village and School District shall provide and maintain an office for use by the SRO as provided in Agreement No. 13902. During the periods the SRO is assigned to the School District, the School District shall provide such office and supplies. During times the SRO is assigned to the Village, the Village shall provide such office and supplies.

c. PERSONNEL: The Sheriff shall select and assign a deputy to serve as the SRO in the same manner set forth in Agreement No. 13902. The Village and School District shall participate in the interview of the top 8 candidates and may provide feedback to the Sheriff prior to the selection. The Village or the School District may request the removal of a deputy if either is reasonably dissatisfied with his or her performance, and such a request shall be granted by the Sheriff, but otherwise nothing in this Agreement shall be construed to alter the authority of the Sheriff to select, assign, and supervise deputies who work in the SRO assignment.

5. SRO DUTIES. The SRO shall be assigned to the School District for 187 workdays of a school year (July 1 to June 30), covering the period from August school staff orientation through the start of winter break in December, and resuming after winter break until the last day of the school year (the "School Year"). During the School Year, the SRO shall be assigned to the School District for four consecutive hours per day, as mutually agreed upon between the School District and Village, in consultation with the Sheriff; two periods each month from 3:00pm to 4:00pm for building safety;



one time each month from 4:00pm to 5:00pm for a School District safety meeting; and during all scheduled football games of the School District up to a maximum of five games per School Year. During all times the SRO is not assigned to the School District as per the above, the SRO shall be assigned to the Village. During the initial term of this Agreement the number of workdays the SRO is assigned to the School District will be adjusted based on the date this Agreement takes effect relative to the School Year.

6. SRO DUTIES FOR THE VILLAGE. During the time the SRO is assigned to the Village, the SRO shall perform general law enforcement patrol duties in the manner performed by the other deputies pursuant to Agreement No. 13902.

7. SRO DUTIES FOR THE SCHOOL DISTRICT. During the time the SRO is assigned to the School District, the following provisions shall apply:

a. INTERAGENCY AGREEMENT/EXCHANGE OF INFORMATION. The Sheriff and School District shall protect the confidentiality of pupil records as required by law, but lawful disclosure of pupil records and information to the extent permitted by law, as reasonably necessary to serve the interests of pupils and all other concerned parties shall not be limited by this Agreement.

The exchange of information is permitted for the purpose of investigating and, in appropriate cases prosecuting acts, including but not limited to truancy, theft, harassment, assault, drug or alcohol possession, use and/or distribution, or other acts in violation of local ordinances or state statutes, and assisting the School District with administrative hearings.

It is understood and agreed that this Agreement is an Interagency Agreement that authorizes the Dane County Sheriff to routinely disclose information to the School District as permitted by Wis. Stat. § 938.396(1).

For purposes of SRO access to education and pupil records, the School District designates the SRO as a school official with a legitimate educational interest in accessing education records under the Federal Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g, and in accessing pupil records under Wis. Stat. § 118.125(2)(d). The School District may provide the SRO with access to education and pupil records information maintained by the District only as needed by the SRO to fully perform his/her duties as SRO. Such information may include student behavior intervention plans and student safety plans. The SRO may also be granted access to education and pupil records information in the event of an emergency situation threatening the health or safety of a student or other individual. The SRO may only re-disclose education or pupil records information consistent with FERPA and Wisconsin pupil records law.

b. RELEASE OF POLICE INFORMATION. The SRO shall exchange information with appropriate members of the School District's administration regarding students' involvement in criminal activity in and around the school, to the extent allowable by law. This shall be limited to that which directly relates to and contributes to the safety of the school environment. The SRO shall not make any official documents, police reports, or records available to the School District, except as provided under Wis. Stat. § 938.396(1).

c. CHAIN OF COMMAND. The SRO is an employee of the County and will report to the Sheriff's command staff. The Superintendent of the School District ("Superintendent") or designee will normally provide day-to-day direction of SRO activities. However, the Sheriff's command staff will have ultimate authority to direct SRO activities.

The SRO and Sheriff are subject to School District policies while on School District property or at School District events in a law enforcement capacity. These policies include but are not limited to: Policy 5771 "Search and Seizure," Policy 5540 "The Schools and Governmental Agencies," and Policy 5540.01 "Investigations Involving Suspected Child Abuse."

d. QUARTERLY MEETINGS. At least on a quarterly basis School District personnel designated by the Superintendent or designee, shall meet with a member of the Sheriff command staff and the SRO to discuss matters of mutual concern.

e. WORKDAYS. The SRO shall be available to the School District for all teacher-contract days scheduled by the school calendar, except as provided in the terms of this Agreement. The Sheriff shall provide the School District with a monthly schedule showing the days of the SRO's availability to work as the SRO at least 30 days prior to the beginning of each month of the regular school year. Vacation and personal time not shown on the monthly schedule will be scheduled two weeks in advance whenever possible. Significant modifications to the schedule will generally require prior approval of the School District but may be approved by the Sheriff if necessitated by unexpected circumstances, in which case the School District shall be notified as soon as practicable.

f. EMERGENCY SITUATIONS. In case of a serious emergency, major investigation or unforeseen circumstances in the community, the Sheriff may temporarily reassign the SRO from the school in order to perform investigative, patrol or other assigned duties for the Sheriff; however, the deputy will be assigned back to the school as soon as practicable. In the event that the SRO will be off duty for a period of time exceeding two weeks, the Village and School District will meet to discuss the ability of the Village to fulfill the terms of this Agreement or the assignment of a temporary or replacement SRO.

g. ABSENCES. The Sheriff shall promptly notify the School District of any absence of the SRO due to illness or for any other reason. If the SRO is reasonably expected to be absent from work for more than 2 days under this section. The School District may request a replacement deputy. The Sheriff will provide a replacement on an overtime basis. In such case, the Village shall be responsible for the cost of the replacement to the SRO position and all costs of overtime replacement coverage. The School District shall reimburse the Village for all of the costs for the replacement SRO during this time period.

h. ACTIVITY REPORT. The Sheriff will require the SRO to record his or her activities on forms mutually approved by the Sheriff and School District.

i. DRESS CODE. The SRO will wear the Sheriff deputy uniform and carry all the standard equipment. However, with prior approval from a member of the Sheriff's Command Staff, the SRO may select other appropriate dress, which may include casual attire or the department's alternate uniform and may opt not to carry standard equipment other than a service weapon.

j. EQUIPMENT. The SRO is first and foremost a law enforcement officer and, except as provided in the preceding paragraph above, is required to carry all standard equipment while on assignment in the schools. If certain circumstances require the SRO to temporarily remove any of his or her standard equipment, it will be secured in a location that is readily accessible to the SRO.

k. SRO EVALUATION. The Superintendent or designee, in conjunction with a designated representative of the Sheriff, will provide a performance evaluation of the SRO. The evaluation will be completed annually according to the Sheriff's performance evaluation policy.

l. HANDLING OF POLICE RELATED INCIDENTS. The SRO's assigned School District buildings, grounds, and surroundings (specifically, the Windsor Elementary School, 4652 Windsor Rd., Windsor WI 53598 and Harvest Intermediate School, 6781 North Towne Dr, DeForest, WI 53532) will be the SRO's patrol area, and he or she shall assume primary responsibility for handling all calls for service and coordinating the response of other police resources to the school, recognizing the difference between student discipline matters and matters of safety and security warranting formal law enforcement intervention. In general, absent a real and immediate threat to a student, a school district employee, or public safety, incidents involving public order offenses by students (including, but not limited to, disturbance/disruption of schools or public assembly; loitering; profanity; and fighting that does not involve physical injury or weapon) do not warrant formal law enforcement intervention, but rather shall be considered student discipline matters. The School District administration shall have the discretion to request an SRO assist in student discipline matters, in the School District administration's sole discretion. Incidents occurring on school premises that require police intervention shall be investigated by the SRO. He or she shall conduct a police investigation and prepare incident reports in accordance with state and federal law, department policies and procedures and accepted law enforcement practices. Nothing in this agreement is intended to limit the authority of the Sheriff to investigate any incident through any appropriate means. Records created and maintained by a SRO for the purpose of ensuring the safety and security of persons or property in the school for the enforcement of local, state, or federal laws or ordinances shall not be considered student records - even when such records may serve the dual purpose of enforcing school rules - and are not subject to the same prohibitions of access or disclosure by the SRO. This provision does not prohibit school personnel from adhering to the notice and reporting requirements specified in 118.305(4) of the Wisconsin Statutes regarding the seclusion or restraint of a student by the SRO.

m. SERVICES PROVIDED BY THE SRO. The goal of the SRO program is to provide a safe, drug-free school environment for all students and faculty. The School District will encourage all its employees to assist the SRO and the Sheriff to ensure that the SRO's time is efficiently used toward achieving that goal. Toward that goal, the SRO shall provide the following services:

i. Work closely and collaboratively with all school administration toward providing a safe school environment.

ii. Act in the capacity of a sworn, on-duty deputy. Provide a law enforcement presence in the schools to which assigned.

iii. Prepare a plan to respond to school intrusions.

iv. Assisting with preparing, participating in the review process, train and execute emergency protocols to address natural disasters and other significant threats.

v. Investigate or assist in the investigation of crimes or ordinance

violations to which students in the assigned school may be a party or have information.

vi. Patrol assigned school buildings, grounds, and parking lots for the purpose of enforcing state, federal and local laws, recognizing the difference between student discipline matters and matters of safety and security warranting formal law enforcement intervention.

vii. Provide educational programing to students and staff regarding law enforcement topics.

viii. Assist the School District in implementing requirements associated with any Wisconsin school legislation pertaining to building security or staff and student safety.

n. OVERTIME. Any overtime that is requested by the School District must be approved by the Sheriff command staff. The Sheriff or County, as appropriate, shall invoice the Village for all costs incurred for overtime requested by the School District. Any overtime requested by the School District shall be funded 100% by the School District and paid by the School District within 30 days after invoice from the Village. Extracurricular events that may require either over time or an adjustment in schedule include events such as football games, other large district events, dances, etc. Any overtime that is not requested by the School District, but instead is initiated by Sheriff command staff or Village shall be funded 100% by the Sheriff or Village as appropriate. The School District Administration may, after consulting with the Village and Sheriff, adjust the SRO's schedule for a given workweek so that the SRO is not eligible for overtime pay due to the SRO's attendance at District administrative hearings or other School District events or functions. However, any adjustment to the SRO's schedule made at the request of the School District to avoid the payment of overtime resulting from SRO attendance at a School District event or function must be consistent with Sheriff collective bargaining agreement.

o. SCHOOL COUNSELING. The SRO shall not engage in academic guidance counseling activities and shall refer any student who requires guidance counseling to the school guidance counseling staff. This shall in no way restrict the SRO from acting in circumstances requiring an immediate response, such as the emergency detention of a student, recognizing the difference between student discipline matters and matters of safety and security warranting formal law enforcement intervention.

p. SCHOOL DISCIPLINE RULES. The SRO is not to engage in the routine and customary disciplinary actions of student conduct that are normally handled by a member of the School District's administrative staff. However, the SRO may refer such disciplinary matters that he or she deems appropriate to a member of the School District's administrative staff.

q. EQUIPMENT AND FACILITIES. The Sheriff shall provide the SRO all equipment normally provided to a deputy, which includes but is not limited to a vehicle. The School District will provide the SRO with a private office space desk and a secure file cabinet to enable the SRO to perform the duties of the position. The Village shall provide a cell phone for the SRO to use while performing duties pursuant to this Agreement. The Village shall provide the Sheriff and School District with the contact phone number for the SRO's cell phone no later than the first day the SRO commences duties. The School District will provide

other equipment deemed necessary for the effective performance of SRO duties. Property purchased by the Sheriff, School District or the Village will remain the property of the purchaser.

8. INDEMNIFICATION. Each party shall be responsible for the consequences of its own acts, errors, or omissions and those of its employees, boards, commissions, agencies, officers, and representatives and shall be responsible for any losses, claims, and liabilities which are attributable to such acts, errors, or omissions including providing its own defense. In situations of joint liability, each party shall be responsible for the consequences of its own acts, errors, or omissions and those of its employees, agents, boards, commissions, agencies, officers and representatives. It is not the intent of the Parties to impose liability beyond that imposed by state statutes.

9. TERMINATION. The Parties (including the School District) may terminate this Agreement as provided in Agreement No. 13902. Notwithstanding termination of this Agreement, Agreement No. 13902 shall remain in effect unless also properly terminated by the parties to that Agreement.

10. NON-APPROPRIATION OF FUNDS, SUSPENSION OF SERVICES. If during the term of this Agreement, the governing body of either County or Village shall fail to appropriate sufficient funds to carry out that party's obligations under this Agreement, the same shall be automatically terminated as of the date funds are no longer available and without further notice of any kind to any other party. This paragraph shall not relieve Village of its responsibility to pay for services furnished to Village prior to the effective date of termination.

11. SOLE AGREEMENT. This Agreement is intended to be an agreement solely between the parties hereto and for their benefit only. No part of this Agreement shall be construed to add to, supplement, amend, abridge or repeal existing duties, rights, benefits or privileges of any third party or parties, including but not limited to employees of any party.

12. COPIES/ELECTRONIC EXECUTION. The parties may evidence their agreement to the foregoing upon one or several counterparts of this instrument, executed electronically or in writing, which together shall constitute a single instrument.

IN WITNESS WHEREOF, the parties hereto, either directly or by their respective authorized agents, have caused this Agreement and its Schedules to be executed, as of the dates indicated below.

SIGNATURE PAGES IMMEDIATELY FOLLOW

BY THE SHERIFF:

By: [Signature]

12/23/25  
Date

\*\*\*

FOR VILLAGE:

By: Robert E. Wiggerfuth

12.4.25  
Date

Attest: [Signature]

12.4.25  
Date

\*\*\*

FOR COUNTY:

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

\_\_\_\_\_  
Date

Attest: \_\_\_\_\_

\_\_\_\_\_  
Date

\*\*\*

FOR SCHOOL DISTRICT:

By: [Signature]

11/24/2025  
Date

Attest: Ann M. Stettbacher

11/24/2025  
Date

