

RECORD OF LEGISLATION

No. 07-34-2026

Passed 7-14, 20 26

AN ORDINANCE AMENDING ORDINANCE 01-01-2025 AND SECTION 135.01(a) AND ESTABLISHING SECTION 135.16 SCHOOL RESOURCE OFFICER (SRO) OF THE CODIFIED ORDINANCES OF THE CITY OF CIRCLEVILLE AND DECLARING AN EMERGENCY.

WHEREAS, the City of Circleville seeks to promote a safe, secure, and positive learning environment for students, faculty, and staff in the community; and

WHEREAS, the City of Circleville Police Department and the Circleville City School District desire to formally partner through a Memorandum of Understanding (MOU) to assign a sworn, specially trained law enforcement officer to serve as a School Resource Officer (SRO); and

WHEREAS, it is necessary to formally codify this position into the staffing composition of the Police Department.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CIRCLEVILLE, PICKAWAY COUNTY, OHIO, AS FOLLOWS:

SECTION I. There is hereby added to the composition of the City of Circleville Police Department as #13 under 135.01(a) the position of 2 (Two) School Resource Officers (SRO's). The SROs shall be a full-time, sworn peace officer employed by the Police Department and assigned to duty at the Circleville City School District in accordance with community-oriented policing concepts.

SECTION II. The primary functions and duties of the School Resource Officer shall include:

- **Law Enforcement:** Enforcing local, state, and federal laws to protect students, staff, and the public from criminal activity.
- **Emergency Management:** Assisting school administrators in the development and implementation of comprehensive emergency management and safety/crisis plans.
- **Education and Mentorship:** Acting as an informal counselor, mentor, positive role model, and providing law-related education to students.
- **Liaison:** Serving as a bridge between the school administration, the Police Department, and youth-focused community organizations.
- **Discipline Limitation:** The SRO shall not act as a school disciplinarian and shall not enforce school codes of conduct. School discipline remains the sole responsibility of school administrators.

SECTION III. The SRO shall be a certified peace officer meeting all training requirements mandated by the Ohio Peace Officer Training Commission and Ohio law. The appointment of the SRO shall be made by the Chief of Police following a selection process mutually agreed upon by the Police Department and the Circleville City School District administration.

SECTION IV. That Section 135.16 of the Codified Ordinances of the City of Circleville shall therefore be established so as to read as follows:

135.16 SCHOOL RESOURCE OFFICER (SRO)

(a) The Director of Public Safety is authorized to employ for the Department of Public Safety, Division of Police, 2 (two) School Resource Officer employees and shall receive compensation as a full-time, union, hourly, classified position. The School Resource Officer will be assigned such duties as listed above and defined by the Safety Director, Chief of Police and/or Sergeant within the Division of Police of the City.

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SECTION IV. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the citizens of the City of Circleville; the emergency being the necessity to employ 2 (two) School Resource Officers for the Circleville City School District and amending the Codified Ordinances to reflect such, wherefore, this ordinance shall be in full force and effective immediately upon its passage

PASSED: 7-14-2026
DATE

Sheryl L. Theis
PRESIDENT OF COUNCIL
Pro-Tempore

ATTEST: [Signature]
CLERK OF COUNCIL

APPROVED: 7-15-2026
DATE

Michelle L. Blanton
MAYOR

APPROVED AS FORM:
[Signature]
KENDRA C. KINNEY - LAW DIRECTOR

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