



MILWAUKEE POLICE DEPARTMENT

STANDARD OPERATING INSTRUCTION

SCHOOL RESOURCE OFFICER PROGRAM

ISSUED: July 20, 2026

EFFECTIVE: July 20, 2026

REVIEW/APPROVED BY:

Assistant Chief Craig Sarnow

DATE: May 14, 2026

ACTION: Creates SOI

WILEAG STANDARD(S): 6.6.8

I. PURPOSE

This standard operating instruction establishes the requirements for the School Resource Officer (SRO) program. The Milwaukee Police Department believes that students should receive their education in a safe and secure environment.

II. POLICY

The SRO program is responsible for providing educational resources, law enforcement information and advice, and serving as a positive law enforcement presence within Milwaukee Public Schools (MPS). SROs shall collaborate with MPS staff, parents and students using community-oriented policing philosophies to build trusting relationships, solve problems and enforce the law.

III. DUTIES AND RESPONSIBILITIES (WILEAG 6.6.8)

- A. SROs and supervisors assigned to day shift will primarily work Monday-Friday during the school year, between the hours of 7:30am- 4:30pm which may be adjusted as needed. SROs and supervisors that are not day shift eligible will primarily work Monday-Friday during the school year during early power shift hours, which may be adjusted as needed.
- B. SROs will not be assigned solely to one school, but will be mobile to reach more schools and students, however the officers will collaborate regularly at schools agreed upon between MPS and MPD.
- C. When school is not in session, this schedule may be modified to meet the needs of the department.
- D. SROs' professional responsibilities will include, but are not limited to the following:
 - 1. Protect the lives and property of the community, students, and professional staff of MPS.
 - 2. Be prompt and readily available, when assigned to MPS, to address crimes that will be, are being, or have been committed. This shall include, but not be limited to the investigation of crimes on or adjacent to the property of schools which students, staff, or persons on MPS property are involved.

3. Provide community referrals when requested and/or an identified need exists.
4. Strive to assist MPS officials with any research-based intervention measures, such as but not limited to, Crime Prevention Through Environmental Designs (CPTEDs), that may reduce crime and disorder within and around the school.
5. Adhere to the Code of Conduct and Standard Operating Procedures adopted and published by MPD. Maintain confidentiality of student information and records, except as required by law.
6. Provide their SRO supervisor with a report on SRO program activities which shall include, but not be limited to interventions, youth referrals, and/or safety and prevention. Reports shall also include hours worked, law enforcement interventions requiring an incident report being filed, use of force, arrest, citation data (which should include age, gender and race demographics), and/or court referrals.
7. Be familiar with MPS district's disciplinary policies and MPS Student Code of Conduct as provided by MPS.
8. Refrain from making decisions for or speaking on behalf of MPS.
9. Be able to de-escalate incidents and use alternative responses (e.g., resource referral instead of a citation) when interacting with youth. Members should not participate in enforcing MPS code of conduct violations unless such participation is necessary under the circumstances.
(WILEAG 6.6.8.3)

E. The commanding officer of the Community Resource Division, or designee, shall:

1. Attend monthly meetings with the MPS safety director to discuss any matters regarding scheduling, response, or the execution of the MOU between the department and the Milwaukee Board of School Directors.
2. Meet at least semi-annually at the end of each semester to consult with school administration about SRO compliance and performance.

F. The department shall provide the following data annually to MPS:

1. The number of calls for service concerns schools participating in the SRO program by priority and disposition.
2. The number of school-related arrests and citations where citation data is available for each of the schools participating in the SRO program.

IV. SRO SELECTION AND TRAINING (WILEAG 6.6.8)

A. VACANCIES

Department members will be notified of any vacancy in the SRO program through a roll call posting on the Directives intranet site. Any officer interested in this assignment must submit an application through the Human Resources Division.

B. CANDIDATE REQUIREMENTS

Department members desiring consideration for assignment to the SRO shall meet the following requirements:

1. Be in good standing with the department and have a minimum of three (3) years of uninterrupted service by the date of the selection.
2. Have an excellent attendance history.
3. Have satisfactory disciplinary records, devoid of any sustained complaints about misconduct involving juveniles.
4. Have a desire to engage with youth, ideally demonstrated through previous participation in youth programs.
5. Possess a strong interest in community engagement, education and mentoring young people.
6. Possess strong interpersonal communication and collaboration skills.
7. Possess problem-solving skills.
8. Possess the ability to work with minimal direct supervision.
9. Possess strong report writing skills.
10. Possess knowledge on community resources for young people.
11. Possess a willingness to present publicly.
12. Possess a working knowledge of Standard Operating Procedures and Wisconsin State Statutes, including [SOP 140 - Juvenile Procedures](#), [Chapter 48 - Children's Code](#), and [City of Milwaukee Municipal Ordinance Code](#).

C. EVALUATION PROCESS

1. All applications received will be reviewed to ensure they meet the minimum requirements.
2. A pool of applicants will then be chosen to continue in the selection process. The selection process may include a panel interview and/or presentation.
3. The interview panel shall include at least three (3) MPS representatives, which

includes a MPS staff member, a person from the community and a MPS student, along with MPD representatives to participate in the interviews and selection of SRO applicants.

4. The panel involved in the selection process for the SRO program shall provide a summary of its recommendations to the MPS director of safety and the Chief of Police, or their designee(s), who shall confer regarding the final selection of SROs. The Chief of Police, taking advice from both the panel and the MPS director of safety, shall make the final selection of SROs.
(WILEAG 6.6.8.1)

D. INITIAL TRAINING

1. Those selected for assignment to the SRO program will be required to complete the 40-hour SRO training course sponsored by the National Association of School Resource Officers (NASRO) and will be fully trained and well versed in the NASRO approach to policing within the MPS School District, as set forth within [Wis. Stat. § 62.90\(8\)](#).
2. The department shall provide MPS with a verifiable certification of completion for each SRO who completes NASRO training.
(WILEAG 6.6.8.2)

E. ADDITIONAL TRAINING

1. SROs will receive additional training from MPS related to MPS Code of Conduct identification of school disciplinary issues and threats to school safety, MPS school security plan and emergency operations manual and procedures, Seclusion/Restraint, Family Education Rights and Privacy Act (FERPA) standards, bullying, restorative practices and Positive Behavior Interventions and Supports (PBIS).
2. Members shall be required to attend any ongoing training related to their SRO duties and responsibilities as required by the department.
(WILEAG 6.6.8.2)

V. MEMORANDUM OF UNDERSTANDING (WILEAG 6.6.8)

The department shall develop and maintain a memorandum of understanding with the Milwaukee Board of School Directors related to the SRO program.
(WILEAG 6.6.8.4)



JEFFREY B. NORMAN
CHIEF OF POLICE