



*A Community of Learners*

## **Informational Memo: Reciprocal Reporting Agreement with Winnetka Police Department**

TO: School Board

FROM: Trisha Kocanda, *Superintendent*

Date: August 26, 2019

The District continually monitors, assesses, and enhances safety in our schools. Our priorities are to regularly update practices and procedures in accordance with best practice with the Winnetka Police Department. We also continue to prioritize the social and emotional wellness of our staff and students.

The Winnetka Public Schools and the Winnetka Police Department have a long-standing relationship and practice of sharing information, particularly as it relates to school safety and security. Additionally, the schools and police have a long-standing partnership related to school safety training. Both best practice and Illinois School Code highlight the importance of a reciprocal reporting agreement is to exchange information related to students. It is appropriate for the Village and The Winnetka Public Schools to memorialize its information sharing practices and expectations in an intergovernmental agreement (IGA) in order to demonstrate that information sharing practices comply with applicable state laws and reflect current technology. Township Districts, including New Trier High School, have recently enacted similar agreements.

Under Illinois state law, school districts and municipalities may enter into IGAs related to information sharing practices. The IGA establishes expectations of both school officials and Public Safety officials regarding cooperation and information sharing; outlines school and police roles and responsibilities regarding oversight

of the educational environment, reporting criminal activity, sharing information regarding safety and criminal activity, and confidentiality of information; and authorizes Public Safety officials to access real time and recorded images from District 36's digital camera system when necessary to address imminent safety and security threats, for training purposes and for investigation purposes.

The Winnetka Police Department is a most valued partner in school safety. In addition to providing swift intervention when danger is imminent, the Department works collaboratively to review needs, analyze protocols, and ensure continuous improvement. The addition of a formalized reciprocal reporting agreement will only improve the ability of the Winnetka Police Department to share information and respond to an emergency situation that may endanger students, staff, or School District property.

Both legal counsel and the District's policy subcommittee have reviewed the terms of the agreement and recommend that the School Board approve. The Village of Winnetka approved the agreement on August 20, 2019.

**[Link to Intergovernmental Agreement for Reciprocal Reporting](#)**