



# **ALEDO ISD ADMINISTRATIVE REGULATION**

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**Board Policy:** CKE Legal, CKE Local **Administrative Approval Date:** September 4, 2012

**TOPIC:** Employment of Reserve Police Officers

**Aledo ISD will host a unit of non-paid reserve police officers. These positions will not be posted or advertised. The following procedure will be followed to maintain the Aledo ISD Reserve Unit.**

- 1. Interested officers may contact the Aledo ISD Chief of Police for the status of available reserve positions. The District will maintain a pool of not more than 20 reserve officers.**
- 2. The Chief will process each applicant and submit the required paperwork (see AISD Police Department Volunteer Form) to the Human Resources Department. The Chief will maintain the required Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) documentation for each individual officer.**
- 3. The Chief will schedule and conduct a team interview.**
- 4. If the Chief determines that the officer will be added to the reserve unit then:**
  - The applicant will complete the personal history statement,**
  - The Chief will conduct the background investigation according to the TCLEOSE minimum standards, and if all clears, the officer will be added to the Reserve Unit.**
- 5. Once an officer is a member of the Reserve Unit he/she will maintain that status if all continuing education hours are met, there are no documented personnel issues or concerns, and the monthly requirements of 10 hours or 2 events are documented.**
- 6. The reserve police officer is responsible for all costs associated with applying for, serving in, and maintaining the status of a reserve officer.**

