

# Tool B: Agenda for Last Customer Meeting for the School Year

School Name: \_\_\_\_\_

Law Enforcement Agency: \_\_\_\_\_

Date: \_\_\_\_\_

- I. Welcome
- II. Report findings:
  - Outcome measures results
  - Activities conducted
  - Present measures of “quality” of activities performed
  - Mention any extenuating circumstances (for example, changes to the school policies, SRO assignment, city/county occurrences that may have influenced the outcomes or activities performed)
  - Present other crime/disorder data for the school year
- III. Discussion: What are your reactions to this information?
  - Any suggestions/possible explanations for why these outcomes were or were not achieved?
  - Discuss the outcome findings within the context of other crime/disorder data for the school year.
- IV. Discussion of lessons learned:
  - In hindsight, would you change either the activities or the outcome goals?
  - In hindsight would you change the measures or sources of data used to determine influence on the outcomes? (Did the findings represent what you believe has really happened?)
  - Any other lessons learned?
- V. Discussion: Using the outcome data and the general school incident data for the year, set new priorities for next year, establish appropriate outcome measures and data sources, and propose activities for the SRO to conduct.