



Policy 417: School Resource Officer (SRO)

This policy is mandated by the Minnesota POST Board and MSS 626.8482.

PURPOSE

The primary purpose of this policy is to provide guidelines which define the relationship between the Lakeville Police Department and the schools utilizing school resource officers (SROs). It will further facilitate the understanding of this relationship with regards to criminal matters and law enforcement situations, which will arise at the local school level. The goal of the SRO programs is to provide safe learning environments, provide valuable resources to school staff members, foster a positive relationship with students and develop strategies to resolve problems that affect our youth with the goal of protecting all children, so they can reach their fullest potential.

POLICY

The SRO should be carefully selected, thoroughly trained, and appropriately equipped to fulfill their role within the school community. The SRO should actively engage in early prevention and early intervention educational programs that focus on and support student needs.

SROs shall be specially trained in the principles and standards identified in Minn. Stat. 626.8482, Subd. 4 which recognize the unique role of an SRO to foster positive relationships, open communication and mentorship while providing a safe and constructive environment for students, staff and visitors in the school setting.

SROs are expected to recognize and consider alternatives to formal criminal referral such as diversion and restorative justice programs where possible and as appropriate for the incident, the involved students and families, victim(s) and the larger school community.

When a criminal incident also involves a violation of school rules, SROs should consider referral of the matter to school authorities in lieu of formal criminal referral, as appropriate for the incident, the students and families involved, the victim(s) and the larger school community.

Nothing in this policy should be construed as limiting any other duty or responsibility imposed on peace officers; the expectation that peace officers will exercise professional judgment and discretion to protect the health, safety, and general welfare of the public when carrying out their duties; or creates a duty for school resource officers to protect students, staff, or others on school grounds that is different from the duty to protect the public as a whole.

The Lakeville Police Department will work with impacted schools to be transparent with the public in the presence and role of SROs.

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Order 417.1: Definitions

School: An elementary school, middle school, or secondary school, as defined in MSS 120A.05, subd. 9, 11 and 13.

School resource officer: A licensed peace officer who is assigned to work in an elementary school, middle school, or secondary school during the regular instructional school day as one of the officer's regular responsibilities through the terms of a contract entered between the Lakeville Police Department and the designated school district or charter school.

Positive School Climate: A school environment that makes students feel safe, supported and welcome.

Developmentally appropriate practices: Means individualized, responsive care that is appropriate for the child's age, cultural context, disability status and personality.

Great bodily harm: As defined in MSS 609.02 Sub. 8 means bodily injury which creates a high probability of death, or which causes serious permanent disfigurement, or which causes a permanent or protracted loss or impairment of the function of any bodily member or organ or other serious bodily harm.

Prone restraint: As defined in MSS 121A.58 and for purposes of this policy, prone restraint means placing a child in a face down position.

Custodial arrest: A custodial arrest is the actual physical restraint of a person and subsequent detention. Custodial arrest may occur with or without a warrant depending on the circumstances.

De-escalation: Refers to the methods and actions taken to decrease the severity of a conflict, whether physical or verbal in nature.

Order 417.2: General contractual requirements:

The signed contract between the Lakeville Police Department and impacted schools shall define the SROs duties in compliance with MSS 626.8482, Subd. 2.

The contract between the parties:

Must address a mutually agreed upon policy regarding the use of plain clothes, modified uniforms, and other changes to SRO attire with the goal of fostering a positive school climate, facilitating the establishment of positive relationships with students, and promoting open communication.

Shall articulate the role, if any, of the school district in the selection, vetting and retention of the SRO.

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Should address how the SRO will be informed of school district resources available to school staff to assist with de-escalation of conflicts in school, e.g. specialized crisis teams, mediation opportunities, etc.; and

The school district may contract with the Lakeville Police Department for the officer to perform additional duties.

Order 417.3: Fostering a Positive School Climate and Constructive Relationships:

- SROs should consider establishing a presence at times that allows opportunities to build connections and relationships.
- SROs should establish connections based upon mutual trust and respect while encouraging communication.
- SROs are a resource for educating students on what concerns should be reported to a responsible adult.

Order 417.4 SROs work in collaboration with the School District to Providing Campus Safety Training:

- Use developmentally appropriate practices that take into consideration differences in culture, language, trauma and an individual's disabilities.
- Use methods that help ensure school safety and security, focusing on safety over violence.
- Encourage students to ask questions about school safety.

Order 417.5 Crisis Intervention and De-escalation

SROs are often required to make assessments of rapidly evolving situations, analyze potential responses and act upon various levels of safety concerns. Crisis intervention and de-escalation strategies should be used whenever possible in response to crisis or safety situations. The safety of the individual, SROs, school staff, students, and others present should not be compromised during de-escalation tactics.

SROs should understand and use developmentally appropriate principles of evidence-based crisis intervention and de-escalation strategies. These strategies include, but are not limited to:

- Be empathetic and non-judgmental
- Respect personal space
- Use non-threatening nonverbal communication
- Avoid challenging questions
- Allow time for decisions

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School Resource Officer **Order 417.6 Use of Force**

SRO use of force is governed by and will comply with MSS 609.06 Authorized Use of Force; 609.066 Authorized Use of Deadly Force by Peace Officers; 626.8475 Duty to Intercede and Report; and the Lakeville Police Department's Use of Force Policy #106.

Specific tactics and strategies to minimize uses of force or the use and duration of prone restraint or physical holds of students:

- Employ de-escalation techniques, the least restrictive physical intervention strategies, as reasonable, for addressing conflicts in schools as identified in the training required under MSS 626.8482, Subd. 4. and use only that amount of force that reasonably appears necessary given the facts and circumstances perceived by the officer at the time of the event to accomplish a legitimate law enforcement purpose.
- Consistent with training after any use of force, the SRO shall assess the condition of the student and render aid as needed including restoring the student to a non-prone position as soon as possible.

Additional considerations for SROs when using force as allowed in MSS 609.06 in a school situation should include:

- Immediacy and severity of the threat to officers or others.
 - Potential for injury to officers, students, and others
- The conduct of the individual being confronted, as reasonably perceived by the officer at the time.
- Officer/individual factors (e.g. age and/or maturity, physical size and/or abilities).
- The individual's ability to understand and comply with officer commands
 - The effects of suspected drug or alcohol use.
 - The individual's mental state or capacity.
 - The student's education plan or accommodations, if known.
- Proximity of weapons or dangerous improvised devices.
- The degree to which the individual has been effectively restrained and his/her ability to resist despite being restrained.
- The availability of other reasonable and feasible options and their possible effectiveness (MSS 626.8452).
- The immediate need for intervention versus allowing time and distance for additional de-escalation.
 - Seriousness of the suspected offense or reason for contact with the individual.
- Training and experience of the officer.
- Whether the individual appears to be resisting, attempting to evade arrest by flight, or is attacking the officer.
- The risk and reasonably foreseeable consequences of escape.
- Whether the conduct of the individual being confronted no longer reasonably appears to pose an imminent threat to the officer or others.
- Prior contacts with the individual or awareness of any propensity for violence.
- Any other exigent circumstances.

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When a criminal incident also involves a violation of school rules, SROs should consider referral of the matter to school authorities in lieu of formal criminal referral, as appropriate for the incident, the students and families involved, the victim(s) and the larger school community.

SROs should exercise age-appropriate practices when interacting with children, and developmentally appropriate practices with youth and individuals known to have physical, mental health, developmental or intellectual disabilities recognizing that the individual's disability may affect their ability to understand or comply with commands from SROs.

Order 417.7 Arrest considerations

As much as is reasonably practical, SROs should utilize alternatives to formal criminal referrals such as diversion and restorative justice programs where possible and as appropriate for the incident, the students and families involved, victim(s) and the larger school community.

Custodial arrests in school should be avoided if reasonably practical. If a custodial arrest is necessary because of exigency or public safety considerations, the arrest should be made in a non-communal area away from the view of other students if practicable.

When reasonably practicable, appropriate school staff should be notified prior to and/or present during the custodial arrest of a student.

Order 417.8 Training

Except as provided for in Order 417.6, beginning September 1, 2025, a peace officer assigned to serve as a school resource officer must complete a training course that provides instruction on the learning objectives identified in MSS 626.8482, subd. 4 prior to assuming the duties of a school resource officer.

A peace officer who has completed either the School Safety Center standardized Basic School Resource Officer Training or the National School Resource Officer Basic School Resource Officer course prior to September 1, 2025, must complete a supplemental training course approved by the Board of Peace Officers Standards and Training pursuant to MSS 626.8482, subd. 4, paragraph (b), by June 1, 2027, to satisfy the training requirement.

Whenever practicable, it is preferable that a peace officer completes the training required under this section prior to filling the role of SRO.

However, if the Lakeville Police Department is unable to provide the required training course to the officer prior to the officer assuming the duties of a school resource officer, the officer must complete the required training within six months of assuming the duties of a school resource officer. The officer is not required to perform the duties described in MSS 626.8482, subd. 2, paragraph (a), clause (4) or (5), until the officer has completed the required training course. The officer must review and comply with this policy before assuming the other duties of a school resource officer.

An officer who is serving as a substitute school resource officer for fewer than 60 student contact days within a school year is not obligated to complete the required training or perform the duties described in

MSS 626.8482 subd. 2, paragraph (a), clause (4) or (5), but must review and comply with this policy.

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An SRO will complete a refresher course at a minimum of once every three years.

For each school resource officer employed by the Lakeville Police Department, the Chief of Police, or their designee, must maintain a copy of the most recent training certificate issued to the officer for completion of the training mandated under this section.

Order 417.9 Data practices

The signed contract between the Lakeville Police Department and impacted schools shall address data practices policies and procedures. These procedures and policies shall identify the education records that can be shared with the law enforcement agency generally and with the SRO specifically and for what purposes.

Law enforcement records that contain student and parent data that are maintained by the Lakeville Police Department shall be governed by the agency's data practices policy and in compliance with the requirements of the Minnesota Government Data Practices Act, Minn. Stats., chapter 13, and Minnesota Rules, parts 1205.0100-1205.2000.

Order 417.10 When School is not in session:

When school is not in session, the SRO will perform duties as assigned by the supervisor. The SRO is assigned to either the Patrol or Investigative Division, based on the needs of the department, and is subject to all applicable department policies.