TO: School Board Members

FROM: Sara Lein, Director of Special Services

DATE: November 9, 2026

SUBJECT: Administrative Review of Policy 516.5, Overdose Medication

BACKGROUND

The 2023 Minnesota legislature enacted legislation requiring school districts to maintain a supply of opiate antagonists at each school site. The Minnesota School Board Association (MSBA) has created a model policy in response to this new legislation. The provisions of this policy outline the requirements of the law with respect to the use of Naloxone (Narcan) in schools. This policy was last reviewed in November 2023 and the only change since that time is to update the contact for the district's Naloxone coordinator.

School District 197 reviews its policies on a 3-year cycle unless otherwise required by law. Typically, recommended policy changes are brought to the school board for three readings, with approval at the third reading. However, when the administration recommends minor or no changes to the policy, it is labeled as an "administrative review." Consistent changes the board has asked to be applied to policies are considered minor. One example is using more inclusive language, such as using "parent/guardian" instead of just "parent."

When labeled an "administrative review," the policy is placed on the consent agenda for a single reading with a recommendation to approve it as presented. As a reminder, board members always have the opportunity to remove a policy from the consent agenda and discuss it as part of the main agenda.

This policy was also reviewed using the district's Four-Way Equity Test. As a means of enhancing the health and safety of all students, staff and visitors, the school district will acquire, store, and administer doses of an opiate antagonist, specifically Naloxone (Narcan), and administration devices or kits for emergency use to assist a student, staff member, or other individual believed to be experiencing an opioid overdose while at school district activities.

RECOMMENDED RESOLUTION

BE IT RESOLVED by the School Board of School District 197 approve Policy 516.5, Overdose Medication, as presented.