



Book	District
Section	C - General School Administration
Title	FIREARMS: PERSONNEL AUTHORIZED TO CARRY
Code	CKA
Status	First Reading

Pursuant to W.S. 21-3-132, the Board of Trustees of Fremont County School District No. 1 may authorize employees to carry firearms on or in property or facilities owned or leased by Fremont County School District No. 1, subject to the terms, conditions and limitations prescribed by state law and federal law, this policy and such other policies, rules and regulations adopted by the Board of Trustees. This policy shall be administered by the Superintendent of schools.

#### DEFINITIONS:

“Board” shall mean the Board of Trustees of Fremont County School District No. 1.

“Employee” shall mean employees of Fremont County School District No. 1, including, but not limited to the following:

the superintendent, central office administrators, principals, assistant principals, teachers, guidance counselors, librarians, teacher’s aid’s (paraprofessionals), coaches, business managers, secretaries or administrative assistants, janitors, bus drivers, or other employees of the school district.

“Firearm” shall, for purposes of this policy, mean any weapon which will or is designed to or may readily be converted to expel a projectile by the action of an explosive.

“Local Law Enforcement” shall be defined as the City of Lander Chief of Police and the Fremont County Sheriff.

“School District” shall mean Fremont County School District No. 1.

“School district property” shall mean all real property, buildings, facilities and structures owned or leased by Fremont County School District No. 1, and shall also include vehicles owned or leased by the School District.

#### APPLICATION AND REQUIREMENTS

Any employee of the School District who wishes to carry a firearm on school district property shall submit an application through the Superintendent to the Board (CKA-E – Application to Carry Firearm on School Property). The application shall be signed by the employee, and sworn under oath. The Board, in its sole and absolute discretion, may approve, deny or approve with conditions such application, for any reason, based on the

Board's determination of what is in the best interests of the School District. Board deliberations on individual applications will be conducted in closed executive session. Votes will be conducted in open meetings with names or other identifying information withheld. The Board may limit the number of persons who carry firearms within the School District or within a school. All applications are confidential and not public records for purposes of W.S. 16-4-201 through 16-4-205.

Any employee of the School District who wishes to carry a firearm on school district property shall satisfy the following requirements:

- a. Employee must be in good standing and shall not currently be on nor have been on any plan of improvement within the past five years.
- b. The employee shall have been employed by the School District for a minimum of three continuous years prior to making the application.
- c. The employee must possess and maintain a valid State of Wyoming concealed carry permit issued pursuant to W.S. 6-8-104, and must submit a copy of such permit with the application. The employee must submit all renewals of that permit during the time when the employee is authorized to carry a firearm on school district property.
- d. The employee shall submit to the Wyoming Department of Family Services (DFS) Central Registry Screening.
- e. The employee shall submit to a psychological suitability exam by a provider selected by the Board of Trustees in consultation with local law enforcement. The results of the psychological suitability exam shall be received by and remain the property of Fremont School District No. 1. Results of the exam shall be submitted by the provider to the district and allowed to be shared with local law enforcement before an application will be considered. Periodic psychological suitability evaluations will be performed by the approved provider every two years. At the discretion of the Superintendent or the Board of Trustees, subsequent exam(s) may be required.
- f. The employee shall fulfill the training requirements as determined and approved by the Board of Trustees in consultation with Local Law Enforcement (described in CKA-R4). The employee shall submit a certificate of completion for the initial and recurrent training.
  1. Prior to carrying a firearm on School District property, complete an initial training course comprised of not less than 40 hours of live fire handgun training, in addition to 16 hours of scenario based training using nonlethal training, firearms and ammunition.

2. Thereafter, the employee shall provide documentation of qualification and recurrent training to include live fire and scenario based training of not less than 12 hours every six months with a School Board-approved, certified instructor.
  3. The training and curriculum for employees who wish to carry firearms, and the qualifications for instructors who train the employees approved to carry firearms, shall meet or exceed the requirements and standards described in CKA-R4. Those requirements and standards shall be approved by local law enforcement.
- g. The employee shall consent in writing to drug and alcohol testing, including but not limited to being tested before being approved for concealed carry as outlined in this policy, as well as random drug and alcohol testing (refer to CKA-R5). Written consent shall be included in the application form attached to this policy as Regulation CKA-E.
  - h. All costs and expenses for the psychological suitability exam, Wyoming DFS central registry screening, drug and alcohol testing, concealed biometric container or lock box, ammunition, and training with associated costs shall be borne by the district. All other expenses such as, but not limited to firearms and holster, shall be borne by the employee.
  - i. Each employee who is approved by the Board to carry a firearm on school district property shall keep and maintain the firearm on his or her person at all times, or in a concealed, locked, biometric container or lock box within the direct control of the individual at all times. The concealed biometric container or lock box shall be permanently affixed so it cannot be easily removed from its concealed location.
  - j. Each employee approved under this policy shall have no authority to carry such firearm on School District business away from or off of School District property.
  - k. The employee will disclose to their administrator, direct supervisor, or the superintendent any circumstance that would reasonably reflect on their competence to carry a firearm on school property. Circumstances that warrant disclosure include, but are not limited to, a citation or arrest for or conviction of a crime (other than parking or minor moving traffic violations), the use of any medication or other substance that could impair the person's judgment, or any medical, mental, personal situation, or other condition that could impair or interfere with the person's ability to responsibly carry a firearm on school property. Failure to do so is cause for disciplinary action including and up to termination.

### USE OF FIREARMS

An employee who receives approval by the Board to carry a firearm pursuant to this policy shall only reveal his or her firearm if he or she reasonably perceives that his or her life, or the life or lives of others, are in imminent risk of death or serious bodily injury from another person's use of a weapon.

In the event that an employee's firearm is discharged, on school property, for any reason, the employee shall be placed immediately on paid administrative leave pending

an investigation of the incident. The employee will be drug and alcohol-tested according to district policy (CKA-R5). The District shall require that a post-incident psychological suitability exam be taken and passed prior to the Employee Authorized to Carry resuming their duty, and shall require the employee to follow any recommendations as a result of the exam. The employee may request that costs of the recommendations be paid for by the District. The results of the psychological suitability exam shall be received by Fremont County School District #1 and shared with Local Law Enforcement and remains the property of the School District. The District shall absorb the cost of this exam.

#### REVOCACTION / SUSPENSION OF BOARD APPROVAL TO CARRY FIREARM

Any employee who is approved by the Board to carry a firearm on School District property is subject to having such privilege immediately suspended by the Superintendent, or his or her designee, at any time for any reason, including at the request of the employee. The Superintendent shall notify the Board, supervising administrators or supervisors, and Local Law Enforcement of any suspension. The Board shall review any suspension of privileges and may suspend or revoke at any time without prior notice to the employee for any reason. There shall be no right to a hearing, appeal or other recourse following such decision. The suspension may be temporary or permanent at the discretion of the Board.

#### WITHDRAWAL OF PRIVILEGE

If an employee who has been approved to carry a firearm on School District property decides to withdraw from staff concealed carry status, withdrawal notification must be submitted in writing to the Superintendent. Once accepted by the Superintendent, forfeiture of conceal carry status is immediate. The Superintendent will notify the Board, supervising administrator(s) or supervisor(s), and Local Law Enforcement.

#### FIREARMS AND AMMUNITION

The employee shall advise the Board of the make, model, caliber, serial number and such other information the Board may request about the firearm the employee wishes to carry. The Board reserves the right to approve or deny the firearm which the employee wishes to carry.

Employees who are approved to carry a firearm on school district property pursuant to this policy shall ONLY use ammunition that meets the FBI standard for penetration.

#### NOTICE OF APPROVAL; CONFIDENTIALITY

After the Board approves this policy for employees to carry firearms on school district property, the Superintendent shall notify parents and guardians of students attending school in the district of the ability of employees to carry firearms and the rules and regulations governing possession.

After the Board approves an application for an employee to carry a firearm on school district property, the Superintendent shall notify:

- a. All law enforcement agencies with jurisdiction over the area of the location and names of all employees who receive permission from the Board to carry firearms on school district property.

b. Supervising administrators or supervisors the name of the concealed carry employees, for whom they directly supervise.

The identities of the employees who receive permission to carry firearms from the Board shall be confidential and are not public records for purposes of W.S. 16-4-201 through 16-4-205. Any breach of confidentiality shall result in disciplinary action, up to and including termination.

### COMPLIANCE

Any employee approved to carry a concealed weapon on school district property SHALL comply with all provisions, regulations, and exhibits of this policy. Any employee who is authorized by this policy to carry a firearm who fails to comply with any provision of this policy will be subject to disciplinary action, up to and including termination. The board will be notified within 7 days.

### LIMITATIONS OF THIS POLICY

Nothing in this policy shall be construed to permit, allow or in any way authorize any person to carry a firearm or other weapon, concealed or otherwise, in violation of state and federal law. Any person who is approved to carry a firearm pursuant to this policy shall be responsible for complying with any and all applicable laws.

Nothing in this policy shall authorize a student to carry a firearm, concealed or otherwise, on school district property.

Approval for an employee to carry a firearm pursuant to this policy shall not convey any property right, additional compensation, or any continuing right to carry a firearm. The Board of Trustees may revoke or suspend such approval at any time, without notice or a right to a hearing, as described above. Approval to carry a firearm shall not be construed to imply any continuing contract status, or any employment contract rights.