

FIREARMS: PERSONNEL AUTHORIZED TO CARRY

Pursuant to W.S. 21-3-132, the Board of Trustees of Washakie County School District No. 2, Ten Sleep, WY, may authorize employees to carry firearms on or in property or facilities owned or leased by Washakie County School District No. 2, Ten Sleep, WY, 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.

DEFINITIONS:

“Board of Trustees” shall mean the Board of Trustees of Washakie County School District No. 2, Ten Sleep, WY.

“Employed Under Contract” shall mean:

Employees employed by Washakie County School District No. 2, including, but not limited to: the superintendent, assistant superintendents, principals, assistant principals, teachers, guidance counselors, librarians, paraprofessionals, coaches, business managers, secretaries or administrative assistants, maintenance personnel, janitors, and bus drivers. For purposes of this policy and W.S. 21-3-132, classified and other at-will employees shall be deemed to be “employed under contract” even if they do not have a written, implied or other contract with the School District. **The review, consideration or approval of an application by an employee to carry a firearm shall in no way be construed to alter the at-will status of any employee and as such, At Will employees may be terminated at any time, with or without cause, and without any right to a hearing.**

“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.

“School District” shall mean Washakie County School District No. 2, Ten Sleep, WY.

“School district property” shall mean all real property, buildings, facilities and structures owned or leased by Washakie County School District No. 2, Ten Sleep, WY, and shall also include vehicles owned or leased by the School District.

APPLICATION AND REQUIREMENTS

Any person employed under contract by the School District, who wishes to carry a firearm on school district property, shall submit an application to the Board of Trustees. The application shall be signed by the employee, and sworn under oath. The Board of Trustees, in its sole and absolute discretion, may approve, deny or approve with conditions such application, for any reason, based on the Board of Trustees determination of what is in the best interests of the School District. The Board of Trustees may limit the number of persons who carry firearms within the School District or within a school.

Any person employed under contract by the School District who wishes to carry a firearm on school district property shall satisfy the following requirements:

- a. The employee must possess and maintain a valid concealed carry permit issued pursuant to W.S. 6-8-104, and must submit a copy of such permit with the application, and must submit all renewals of that permit during the time when the employee is authorized to carry a firearm on school district property;
- b. The employee shall fulfill training requirements approved by the Board of Trustees of School District and the Washakie County Sheriff's office:
 1. Prior to carrying a firearm on School District property, complete an initial training course comprised of not less than 16 hours of live fire handgun training, and eight (8) hours of scenario based training using nonlethal training, firearms and ammunition.
 2. Thereafter, the employee shall provide documentation of qualification and recurrent training of not less than twelve hours each year with an approved instructor. The employee shall participate in training specifically designed to address active shooter situations, hostage situations, and situations with armed students who present a threat to themselves or others. All trainings shall be approved by the Washakie County Sheriff office.
- c. Approved employee must pass a suitability evaluation administered by an approved psychologist selected by the school district.
- d. All costs and expenses for biometric containers, lock boxes, ammunition for required trainings as required in B.1 and B.2 above, ammunition for the handgun while at school, and all trainings after employee is approved to carry will be covered by the school district. Any and all other costs and expenses, including the approved firearm, incurred as a result of an employee's desire to carry a firearm on school district property, including, but not limited to any and all costs incurred to satisfy the requirements of this policy and state and federal laws, shall be borne by such employee.
- e. All lockboxes must be concealed, locked biometric containers. No other types of lockboxes are permitted.
- f. An employee must be employed for a minimum of 12 months before they will be approved to carry a firearm. This requirement may be waived by the Board of Trustees.

APPROVAL LEVEL

An Employee approved by the Board of Trustees shall receive either a Level I or Level II approval.

- a. Level I approved employee is expected to conceal carry his/her firearm at all times that the employee is on campus during normal school hours of an attendance day and at all school sponsored activities on school district property which the employee chooses to attend. The Level I concealed carry employee may place and keep his/her firearm in their concealed biometric locked container in circumstances when they deem it necessary. Level I approved employee may choose to conceal carry his/her firearm at times when students are not in attendance.
- b. Level II approved employee is expected to keep his/her firearm in a concealed locked biometric container at all times during normal school hours of an attendance day. Level II approved employee may at their discretion choose to leave firearm in the concealed locked biometric safe during after school hours.

- c. Both Level I and Level II employees must successfully complete all training requirements of this policy.

USE OF FIREARMS

An employee who receives approval by the Board of Trustees to possess a firearm pursuant to this policy is expected to use his/her best judgement to protect his/her life and/or the lives of others. The employee shall only fire 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.

REVOCACTION / SUSPENSION OF BOARD APPROVAL TO CARRY FIREARM

Any employee who is approved by the Board of Trustees to carry a firearm is subject to having such approval revoked or suspended at any time for any reason by action of the Board of Trustees. The Board of Trustees may take action at any time without prior notice to the employee, and there shall be no right to a hearing, appeal or other recourse following such decision. The Superintendent has the authority to temporarily suspend an employee's approval to carry a firearm until the next regular or special called board meeting in which the Board of Trustees may legally take action concerning this suspension.

An employee who has been approved to carry a handgun may choose to no longer participate in this program. He/she may withdraw at any time by giving written notice to the Superintendent.

FIREARMS, HOLSTERS, AND AMMUNITION

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

If an employee is carrying a handgun, it must not have a round in the chamber.

The employee's holster must be designed with a retention method to restrict the firearm from accidentally falling out.

The ammunition an employee may use is restricted to the type of ammunition recommended by the Washakie County Sheriff office and approved by the Board of Trustees.

NOTICE OF APPROVAL; CONFIDENTIALITY

After the Board of Trustees approves an application for an employee under contract to carry a firearm on school district property:

- a. The Superintendent shall notify the parents and guardians of students attending school in the district of the ability of employees being approved to carry firearms and the rules and regulations governing possession.
- b. The Superintendent shall notify the Washakie County Sheriff's Office of the location and names of all employees who receive approval from the Board of Trustees to carry firearms on school district property. The Superintendent shall also provide the information to all other agencies as recommended by the sheriff's office.

The identities of the employees who receive approval to carry firearms from the Board of Trustees shall be confidential and are not public records for purposes of W.S. 16-4-201 through 16-4-205.

COMPLIANCE

Any employee approved to carry a concealed weapon on school district property SHALL comply with all provisions 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.

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 employee who is approved to carry a firearm pursuant to this policy shall be responsible for complying with any and all applicable laws, policies, and procedures.

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, or any continuing right to carry a firearm, and the Board of Trustees may revoke or suspend such approval at any time, without notice or a right to a hearing. Approval to carry a firearm shall not be construed to imply any continuing contract status, or any employment contract rights.

Adopted: