

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 (Refer to APPLICATION TO CARRY FIREARM ON SCHOOL PROPERTY attachment #1) through the Superintendent 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 or deny 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.

50 Any person employed under contract by the School District who wishes to carry a firearm on school
51 district property shall satisfy the following requirements to be completed in alphabetical order:
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- 53 A. An employee must be employed for a minimum of 12 months before they will be approved to
54 carry a firearm. This requirement may be waived by the Board of Trustees.
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- 57 B. The employee shall consent in writing to the drug and alcohol testing, including but not
58 limited to random drug and alcohol testing (refer to MANDATORY DRUG AND ALCOHOL
59 TESTING REGULATION FOR CONCEALED CARRY attachment #4)
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- 61 C. The employee must possess and maintain a valid concealed carry permit issued pursuant to
62 W.S. 6-8-104, and must submit a copy of such permit with the application, and must submit
63 all renewals of that permit during the time when the employee is authorized to carry a
64 firearm on school district property;
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- 67 D. Approved employee must pass a psychological suitability evaluation administered by an
68 approved psychologist selected by the school district.
69 1. Periodic psychological suitability evaluations will be performed by the approved
70 psychologist every two years.
71 2. A subsequent exam may be required at the discretion of the Superintendent or the Board
72 of Trustees.
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- 74 E. The employee shall fulfill training requirements approved by the Board of Trustees of School
75 District and the Washakie County Sheriff's office:
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77 1. Prior to carrying a firearm on School District property, complete an initial training course
78 comprised of not less than 16 hours of live fire handgun training, and eight (8) hours of
79 scenario based training using nonlethal training, firearms and ammunition.
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81 2. Thereafter, the employee shall provide documentation of qualification and recurrent
82 training of not less than twelve hours each year with an approved instructor. Such training
83 shall include active shooter situations, and situations with armed students who present a
84 threat to themselves or others. All trainings shall be approved by the Washakie County
85 Sheriff office.
86

87 COSTS

88 All costs and expenses for locked biometric containers, ammunition for required trainings as
89 required in F.1 and F.2 above, ammunition for the handgun while at school, and all district
90 approved trainings after employee is approved to carry will be covered by the school district.
91 Any and all other costs and expenses, including the approved firearm, incurred as a result of
92 an employee's desire to carry a firearm on school district property, including, but not limited
93 to any and all costs incurred to satisfy the requirements of this policy and state and federal
94 laws, shall be borne by such employee.
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97 All lockboxes must be concealed, locked biometric containers. No other types of lockboxes
98 are permitted.
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101 USE OF FIREARMS
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103 An employee who receives approval by the Board of Trustees to possess a firearm, for the security of
104 the school grounds, staff, students, and visitors pursuant to this policy is expected to use his/her best
105 judgement to protect his/her life and/or the lives of others. The employee shall only fire his or her
106 firearm if he or she reasonably perceives that his or her life, or the life or lives of others are in
107 imminent risk of death or serious bodily injury.
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109 In the event that a firearm is discharged for any reason, the employee will immediately be placed on
110 paid administrative leave pending an investigation of the incident. The District shall require that a fit
111 for-duty exam be taken and passed prior to the Employee Authorized to Carry resuming their duty,
112 and shall require the employee to follow any recommendations from the investigation and as a result
113 of the exam. The results of the psychological suitability exam shall be received by and remain the
114 property of Washakie County School District #2. The District shall absorb the cost of this exam.
115

116 Nothing herein is intended to limit or prevent the school district or any board member or employee
117 from asserting the defense of governmental immunity to any claim arising from the possession or use
118 of a firearm. To the extent an employee uses a firearm as authorized by and in compliance with this
119 policy; such conduct shall be deemed to be within the scope of the employee's employment for
120 immunity purposes.
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122 REVOCACTION / SUSPENSION OF BOARD APPROVAL TO CARRY FIREARM
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124 Any employee who is approved by the Board of Trustees to carry a firearm is subject to having such
125 approval revoked or suspended at any time for any reason by action of the Board of Trustees. The
126 Board of Trustees may take action at any time without prior notice to the employee, and there shall be
127 no right to a hearing, appeal or other recourse following such decision. The Superintendent has the
128 authority to temporarily suspend an employee's approval to carry a firearm until the next regular or
129 special called board meeting in which the Board of Trustees may legally take action concerning this
130 suspension.
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132 Employee will disclose to the Superintendent any circumstance that would reasonably reflect on their
133 competence to convey, or the wisdom of their conveying a firearm into a school safety zone, including
134 but not limited to a citation or arrest for or conviction of a crime (other than parking or minor moving
135 traffic violations), the use of any medication or other substance that could impair the person's
136 judgment, or any medical, mental or other condition that could impair or interfere with the person's
137 ability to responsibly convey a deadly weapon into a school safety zone. Failure to do so is cause for
138 disciplinary action including and up to termination.
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140 An employee who has been approved to carry a concealed firearm may choose to no longer
141 participate in this program. He/she may withdraw at any time by giving written notice to the
142 Superintendent. Once accepted; the forfeiture is immediate. The Superintendent will notify the Board
143 of Trustees and the Washakie County Sheriff.
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150 FIREARMS, HOLSTERS, AND AMMUNITION

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

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157 Refer to PERMITTED FIREARMS/HOLSTERS FOR SCHOOL CONCEALED CARRY Attachment #2
158 and PERMITTED AMMUNITION FOR SCHOOL CONCEALED CARRY Attachment #3.

160
161 NOTICE OF APPROVAL; CONFIDENTIALITY

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

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166 a. The Superintendent shall notify the parents and guardians of students attending school in
167 the district of the ability of employees being approved to carry firearms and the rules and
168 regulations governing possession.
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170 b. The Superintendent shall notify the Washakie County Sheriff's Office of the names of all
171 employees who receive approval from the Board of Trustees to carry firearms on school
172 district property. The Superintendent shall also provide the information to all other law
173 enforcement agencies as recommended by the sheriff's office.
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176 The identities of the employees who receive approval to carry firearms from the Board of Trustees
177 shall be confidential and are not public records for purposes of W.S. 16-4-201 through 16-4-205.
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179 COMPLIANCE

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181 Any employee approved to carry a concealed weapon on school district property SHALL comply with
182 all provisions of this policy. Any employee who is authorized by this policy to carry a firearm who fails
183 to comply with any provision of this policy, or misuses their authority of carrying a concealed firearm
184 will be subject to disciplinary action, up to and including dismissal or termination.
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187 LIMITATIONS OF THIS POLICY

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189 Nothing in this policy shall be construed to permit, allow or in any way authorize any person to carry a
190 firearm or other weapon, concealed or otherwise, in violation of Federal, State or Local law. Any
191 employee who is approved to carry a firearm pursuant to this policy shall be responsible for
192 complying with any and all applicable laws, policies, and procedures.
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194 Nothing in this policy shall authorize a student to carry a firearm, concealed or otherwise, on school
195 district property.
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197 Approval for an employee to carry a firearm pursuant to this policy shall not convey any property right,
198 or any continuing right to carry a firearm as authorized by this policy and the Board of Trustees may
199 revoke or suspend such approval at any time, without notice or a right to a hearing. Approval to carry

200 a firearm shall not be construed to imply any continuing contract status, or any employment contract
201 rights.

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203 Adopted:
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