

## **Policy: 3515 BP**

### **Section: 3000 - Business and Non-Instructional Operations**

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# **School Safety and Security**

## **SCHOOL SAFETY AND SECURITY**

The School Board is fully committed to preventing violence and crime on school grounds. The Superintendent and staff shall strictly enforce district policies and regulations related to crime, campus disturbances, campus intruders, student safety, student conduct and student discipline.

The Superintendent or designee shall establish procedures for securing records and funds and for protecting buildings against vandalism and burglary during non-business hours. The Superintendent or designee also shall investigate ways that school grounds can be made more secure **and establish expectations for implementation of viable options into school safety plans.**

The Board encourages staff, parents/guardians and students at each school to work with local law enforcement agencies and other interested parties in developing a comprehensive school safety plan which includes strategies for preventing crime and violence on school premises.

## **AUTHORIZATION TO CARRY A CONCEALED HANDGUN ON SCHOOL PROPERTY**

**In furtherance of the Board's commitment to maintaining a safe and secure learning environment for all students, staff, and visitors, the Board hereby establishes a voluntary program authorizing certain qualified individuals to carry a concealed handgun(including other authorized non-lethal security device) on school property in accordance with the provisions of this policy. Participating authorized individuals will receive a stipend for this additional duty. The Superintendent or designee shall develop and implement written procedures and administrative guidelines to carry out this policy.**

### **Eligibility**

**Participation in this program is strictly voluntary. No employee shall be required to carry a handgun or ammunition while on school property.**

**The Superintendent may authorize a school district employee, School Board member, or a contracted individual to carry a concealed handgun on school property if the applicant meets all of the following requirements:**

- 1. Submits a written application on the district-approved form;**
- 2. Possesses a valid and current Alaska Concealed Handgun Permit issued by the State of Alaska;**
- 3. Provides proof of completion of all required program training;**
- 4. Passes a physical assessment conducted by a licensed and approved medial provider;**
- 5. Successfully completes a psychological evaluation conducted by a licensed and approved clinician; and**

**6. Submits to initial and random drug and alcohol screenings.**

**Following review of the above requirements, the Superintendent or designee may consider additional relevant factors, including but not limited to the applicant's length of service, employment and performance history, criminal background, and any other information determined pertinent by the Superintendent or designee. Authorization to carry a concealed handgun on school property shall only be in writing signed by the Superintendent or designee. Such authorization will be required annually and will list the specific school facilities for which the volunteer is authorized to carry a handgun.**

**The Superintendent or designee shall have final authority to approve or deny any application to carry a concealed handgun and may revoke authorization at any time, for any reason, with or without cause. The Superintendent will provide a confidential report to the Board on at least an annual basis of the number of individuals who applied to participate in the program, the number denied, and the reason for such denial. Employees whose application has been denied may appeal the determination to the Board in writing. This appeal must be provided within 30 days of notice of their application denial.**

**An individual authorized to carry a concealed handgun on school property shall be required to agree in writing to notify the District immediately if:**

- 1. The individual is notified that their Alaska Concealed Handgun Permit is revoked or expires;**
- 2. The individual is convicted of a class A misdemeanors; or**
- 3. The individual is or becomes a prohibited person under 18 USC 922(g).**

**Training**

**Program training requirements shall be established by the Superintendent or designee and shall include, at a minimum:**

- Live handgun qualification and safety instruction;**
- Scenario-based and tactical training specific to active shooter threats; and**
- Trauma and emergency medical response training.**

**Training shall total no less than 8 hours and no more than 40 hours annually. All required training must be conducted by the District or a District-approved instructor. Training shall occur outside of the employee's regular work hours and at the employee's expense. Additional school based training during the duty day may be also be required.**

**Equipment**

**All equipment, including handguns, ammunition, and holsters, must conform to standards and specifications established by the Superintendent or designee. Such equipment shall be provided by the employee. District funds shall not be used to purchase handguns, ammunition, or holsters.**

**At its sole discretion, the District may provide other equipment (e.g., identification lanyards, radios, or personal protective equipment). All equipment must be maintained in safe and serviceable condition and made available for inspection upon request by the Superintendent or designee.**

**Authorized employees must keep their handgun on their person, properly holstered and fully concealed at all times. If an authorized employee needs to store their firearm they may do so in a secured biometric lock box that is either under their direct control or locked in a designated location within the building or be unloaded and properly secured in their personal vehicle while on school property. At no time shall the firearm be stored in the school building overnight.**

## **Confidentiality**

**To ensure the integrity and security of the program, the identities of employees authorized to carry a concealed handgun shall be maintained in confidence to the extent permitted by facts and law.**

**Authorized individuals are not law enforcement officers, nor are they designated disciplinarians. They shall continue to perform their duties solely within the scope of their existing term and conditions of employment.**

**The Superintendent or designee shall coordinate with local law enforcement to provide a list of authorized individuals for each school site. Building administrators shall be notified of personnel authorized to carry within their respective facilities.**

**Any employee who discloses the identity of an authorized individual—except as permitted by this policy or as required by law—may be subject to disciplinary action, up to and including termination.**

## **Signage**

**The Superintendent or designee will ensure proper signage is posted at each school building and district facility. Signs will include the following language "Pursuant to School Board policy, authorized individuals may carry concealed handguns on school property to ensure the safety of students, staff and visitors. Unauthorized possession of a handgun is prohibited."**

## **EMERGENCY RESPONSE FIRST AIDE SUPPORT**

**In recognition of the importance of rapid and effective response during life-threatening emergencies, including active shooter events, the Board authorizes the establishment of a voluntary Emergency Responder Support program. This program is intended to enhance the District's emergency response capacity. Authorized volunteers who complete specialized training and commit to providing first aid assistance during critical incidents may receive a stipend for this additional duty.**

**The Superintendent or designee shall establish administrative procedures which will include any eligibility criteria for participation, type and quantity of training which will be required, any outside certifications that will be required, and the process for annual recertification.**

(cf. 3514 - Environmental Safety)  
(cf. 3515.2 - Intruders on Campus)  
(cf. 4061 - Employee Security)  
(cf. 5131 - Student Conduct)  
(cf. 5131.4 - Campus Disturbances)  
(cf. 5131.5 - Vandalism)  
(cf. 5131.6 - Alcohol and Other Drugs)  
(cf. 5131.7 - Weapons and Dangerous Instruments)  
(cf. 5141.4 - Child Abuse and Neglect)  
(cf. 5142 - Student Safety)  
(cf. 5144 - Discipline)  
(cf. 5144.1 - Student Rights and Responsibilities)  
(cf. 6114 - Emergencies and Disaster Preparedness Plan)

Legal Reference:

ALASKA STATUTES

18.65.700 Permit to carry a concealed handgun

18.65.705 Qualifications to obtain a permit

18.65.710 Application for permit to carry a concealed handgun

- 18.65.715 Demonstration of competence with handguns
- 18.65.720 Fees
- 18.65.725 Permit renewal
- 18.65.730 Replacement of permit
- 18.65.735 Suspension of permit
- 18.65.740 Revocation of permit; appeal
- 18.65.745 No liability for issuance of permit or for training
- 18.65.748 Permit holders from other jurisdictions considered Alaska permit holders
- 18.65.755 Places where permittee may not possess a concealed handgun
- 18.65.760 Misuse of permit
- 18.65.765 Responsibilities of the permittee
- 18.65.770 Permits, applications, and other materials not public records
- 18.65.775 Regulations; reciprocity agreements
- 18.65.778 Municipal preemption
- 18.65.790 Definitions

#### ALASKA ADMINISTRATIVE CODE

- 13 AAC 30.010 Issuance of new permits; replacement of a permit
- 13 AAC 30.040 Fees
- 13 AAC 30.050 Processing of applications; appeals
- 13 AAC 30.060 Suspension and revocation of permits; appeals
- 13 AAC 30.070 Approval of handgun courses
- 13 AAC 30.080 Revocation of handgun course certificate of approval
- 13 AAC 30.085 Establishing eligibility as an honorably retired peace officer
- 13 AAC 30.090 Proof of handgun training
- 13 AAC 30.100 Photographs and fingerprints
- 13 AAC 30.110 Notification of places where concealed handguns may not be carried
- 13 AAC 30.120 Form of permits
- 13 AAC 30.130 Qualifications regarding safe handling of a handgun
- 13 AAC 30.140 Application forms
- 13 AAC 30.150 Reciprocity
- 13 AAC 30.900 Definitions

### **Matanuska-Susitna Borough School District**

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Classification:

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