



Rio Rancho Public Schools – Processes and Procedures

Armed School Security Personnel

*Originating Department: Safety & Security
Corresponding Board Policy No.: 807
Process & Procedure No.: Pending*

1. General Description

School Security Personnel (SSP) may be authorized to carry firearms in accordance with current state and federal laws and Rio Rancho Public Schools' Board policies and administrative regulations. Discretion and safety shall be exercised at all times while handling firearms.

The purpose of this administrative regulation is to provide general guidelines and procedures for armed SSP working for RRPS pursuant to 18 U.S.C.A. § 926C – Carrying of Concealed Firearms by Qualified Retired Law Enforcement Officers; 18 U.S.C.A. § 922(q)(2)(A) – commonly known as the Gun-Free School Zones Act; NMSA 1978, § 30-7-2.1 – Unlawful Carrying of a Deadly Weapon on School Premises; and RRPS Board Policy 807: Weapons on School Property and other relevant laws and regulations.

2. Definitions

- a. **Semi-Automatic Pistol** - means a weapon originally designed, made, and intended to fire a projectile (bullet) from one or more barrels when held in one hand, and having a chamber(s) as an integral part(s) of, or permanently aligned with, the bore(s); and a short stock designed to be gripped by one hand at an angle to and extending below the line of the bore(s). This type of weapon is authorized to be carried by SSP.
- b. **Revolver** - means a projectile weapon of the pistol type, having a breech-loading chambered cylinder so arranged that the cocking of the hammer or movement of the trigger rotates it and brings the next cartridge in line with the barrel for firing. This type of weapon is authorized to be carried by SSP.
- c. **Rifle** - means a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of the explosive in a fixed metallic cartridge to fire only a single projectile through a rifled bore for each single pull of the trigger. Rifles are prohibited to be carried by SSP.
- d. **Shotgun** - means a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder, and designed or redesigned and made or remade to use the energy of the explosive in a fixed shotgun shell to fire through a smooth bore either a number of ball shot or a single projectile for each single pull of the trigger. Shotguns are prohibited to be carried by SSP.
- e. **Ammunition** - means, but is not limited to, any bullet, cartridge, magazine, clip, speed loader, autoloader, or projectile capable of being fired from a firearm with a deadly consequence. Ammunition does not include blanks.

- f. **School Premises** - includes but is not limited to all school buildings and grounds, playgrounds, playing fields and parking areas and any school bus or school vehicle of any school building in or on which school or school-related activities are being operated under the supervision of the local school board; or any other public buildings or grounds, including playing fields and parking areas that are not public school property, in or on which public school-related and sanctioned activities are being performed.
- g. **Deadly Weapon** - includes but is not limited to any firearm, whether loaded or unloaded, or any weapon which is capable of producing death or great bodily harm, including but not restricted to any types of daggers, brass knuckles, switchblade knives, bowie knives, poniards, butcher knives, dirk knives, swords, machetes, slingshots, bludgeons, bats and all other such weapons with which dangerous cuts can be given, or with which dangerous thrusts can be inflicted, or any other weapon with which dangerous wounds which may inflict fatal or serious bodily harm.
- h. **Imminent Violent Threats** - means any violent threat which is likely to occur at any moment, or is about to occur or take place, and is perceived to be unfolding, issued by a subject(s) that intentionally or knowingly puts another person in fear of bodily injury or death.
- i. **Critical Firearm Discharge** - means the discharge of a firearm by an SSP, including unintentional discharges, negligent discharges, and discharges where no person is struck.
- j. **Active Shooter/Killer** - means an individual actively killing or attempting to kill people in confined and populated areas, as defined by the U.S. Department of Justice.
- k. **Deadly Force** - means force that a reasonable person would consider likely to cause death or serious bodily harm.
- l. **Primary Duty of Care** - means the obligation recognized by law to avoid conduct fraught with unreasonable risk of danger to others.
- m. **School Security Personnel** - means an individual employed by the district pursuant to the School Personnel Act exclusively for the purpose of providing security services on school premises.

3. Authority and Armed SSP Requirements

- a. All authorized armed school security personnel shall comply with 18 U.S.C.A. § 926C - Carrying of Concealed Firearms by Qualified Retired Law Enforcement Officers; 18 U.S.C.A. § 922(q)(2)(A) – commonly known as the Gun-Free School Zones Act; NMSA 1978, § 30-7-2.1 – Unlawful Carrying of a Deadly Weapon on School



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Premises; and RRPS Board Policy 807: Weapons on School Property and other relevant state and federal laws, rules, regulations and Board policy. These laws permit, under limited circumstances, the carrying of firearms on New Mexico school premises by District authorized school security personnel. This authorization shall not supersede or limit laws that:

- i. Permit private persons or entities to prohibit or restrict the possession of firearms on their property.
- ii. Prohibit or restrict the possession of firearms pursuant to state or federal laws.

4. General Requirements:

- a. Only personnel with an employment background in either law enforcement, corrections or military where the use of firearms were a part of that employment are eligible to be approved as armed school security personnel.
- b. All armed SSP's shall comply with New Mexico standards for specific training and qualification for active law enforcement officers to carry firearms.
- c. An armed SSP shall not be under the influence of alcohol or another intoxicating drug or hallucinatory substance to include drugs prescribed by a doctor while in possession of firearms on school premises.
- d. An armed SSP shall not bring a firearm onto school premises until all requirements outlined in this regulation and Board policy are met.
- e. Any armed SSP prohibited by law or a court or administrative order from receiving or carrying a firearm is ineligible and disqualified to be armed.
- f. Unless otherwise specified, all armed SSPs shall wear specific RRPS approved uniforms and clothing which clearly distinguishes the armed SSP for responding law enforcement officers to recognize.
- g. An armed SSP who is authorized to carry a firearm in a concealed manner must possess and maintain a state Concealed Carry License (CCL). If the armed SSP is a retired law enforcement officer in good standing, a current Law Enforcement Concealed Carry License may be used in lieu of a New Mexico CCL.
- h. An armed SSP shall not carry a firearm in any off-body carry manner (i.e. bags, backpacks, fanny packs, briefcases, and purses), and the firearm shall not be placed in any locked desk, drawer, cabinet, or unanchored safe. The firearm shall remain physically on the armed SSP's person at all times while on school premises.
- i. SSPs shall not needlessly draw their firearm on school premises.

- j. An armed SSP is not a law enforcement officer and shall only utilize deadly force as a last resort self-defense, or defense of others, option when the armed SSP has a reasonable belief a subject presents an immediate violent threat to the personnel, students and/or guests of RRPS.
- k. New Mexico does not have a "stand your ground" law and armed SSPs shall comply with all applicable laws regarding firearms and self-defense.
- l. If requested by local law enforcement, RRPS shall provide identification information and pictures of any/all SSPs that are certified and approved by the designated RRPS authority to work on school premises in an armed capacity.
- m. SSPs authorized to carry a firearm on RRPS School premises shall not carry any firearm on the premises of another District or Charter School.
- n. RRPS shall issue and all SSP's shall carry on their person identification that meets the following criteria:
 - i. A photographic identification card labeled "RRPS SCHOOL SECURITY PERSONNEL".
 - ii. Clearly worded certification which confirms the bearer has met all RRPS requirements to serve as armed school security personnel.
- o. All armed SSPs shall be required to qualify with each authorized handgun that they carry.
- p. All armed SSP shall be required to provide a written affidavit specifying they are qualified to carry a firearm under 18 U.S.C.A. § 926C - Carrying of Concealed Firearms by Qualified Retired Law Enforcement Officers authority and submit all appropriate documentation required to carry a concealed firearm on school premises.
- q. Upon application and before other qualification assessment, all SSP shall undergo a criminal background screening including fingerprint screening, provide proof of successful completion of a physical (medical) and psychological evaluations, as prescribed by the RRPS to determine suitability for carrying a firearm. An SSP deemed unfit to carry a deadly weapon shall not be authorized to carry a firearm on school premises. In addition, the RRPS Director of Safety & Security may, at his/her discretion, require from an armed SSP at any time to ensure continued fitness for duty an updated criminal background screening with fingerprint screening and/or a physical or psychological evaluation.
- r. Qualification standards for armed SSPs shall include the successful completion of New Mexico Law Enforcement Academy standardized qualification courses. In addition, the armed SSP shall abide by the following:

- i. A RRPS designated authority shall be responsible to verify and monitor SSPs who qualify with a weapon to be carried under 18 U.S.C.A. § 926C - Carrying of Concealed Firearms by Qualified Retired Law Enforcement Officers.
- ii. RRPS Firearms Coordinator shall schedule and conduct regular qualifications (twice annually).
- iii. The New Mexico Law Enforcement Academy Standards shall set the minimum qualifying score.
- iv. Prior to carrying a firearm on school premises, an SSP shall complete a "Carrying of Firearms Request" form, to include all necessary information and submit the form to the RRPS Director of Safety & Security for review and approval. The signed form shall be filed with the RRPS Security Department which shall keep the record on file, subject to applicable retention regulation and policy.
- v. An SSP shall sign a notice acknowledging a duty to act within the scope of their governmental duty prior to carrying a firearm on school premises. This notice shall include an acknowledgement of personal liability as a private citizen and employee for acting outside the scope of their governmental duty when carrying, storing and using a firearm.
- vi. Armed SSPs shall lock up their firearms at their home or when the firearm is otherwise unattended to ensure the weapon is safe from children and all others.

5. Training Requirements

The following training courses shall be successfully completed prior to being approved by the designated authority of the RRPS to carry a firearm on school premises

- a. **Crisis Prevention Intervention**
 - i. SSP shall be certified in crisis prevention training.
- b. **Legal Issues**
 - i. SSPs shall have an understanding of the role of constitutional law, the Bill of Rights, and other relevant laws and regulations regarding the use of deadly force and carrying a deadly weapon on school premises.
- c. **Weapons Retention**
 - i. SSPs shall be required to participate, and successfully complete, a weapons retention course.
 - ii. SSPs shall be evaluated by the weapons instructor via industry standards.
 - iii. SSPs who fail the training may not take the weapons retention training for at least six months.

d. Weapon Proficiency

i. Firearm Instructor Responsibilities

1. Ensure that all firearms are checked for safety and serviceability prior to qualification. If an approved personal firearm is used, a letter of inspection from a certified armor/gunsmith shall be required prior to approval to carry. If a weapon is found to be unsafe, in disrepair or unserviceable, it shall be immediately removed from service.
2. Conduct practical training and/or review malfunctions and manipulation drill during all course of qualifications.
3. Review range rules with qualifying security officers prior to all qualifications and have each SSP sign a copy of the range rules prior to qualification.
4. SSPs shall review and sign acknowledging that they understand basic firearms safety prior to all qualifications.
5. Conduct the qualifications according to State standards, and ensure all target scoring is conducted appropriately.

ii. Qualification Guidelines for Armed School Security Personnel

1. During each firearms qualification, an SSP shall qualify with a minimum score of eighty percent (80%) on an approved target with assigned and/or personal firearm on the course of fire.
2. Should a participant fail to qualify during the first attempt, a second attempt to qualify shall immediately follow.
3. Remedial training shall be given to allow for a third and final attempt to qualify.
4. Failing to qualify after remedial training shall result in the participant not being allowed any attempt to re-qualify for a six month period.
 - a. SSPs shall be allowed to wear an approved ballistic vest paid for RRPS.
 - b. SSPs who choose not to wear a vest must sign a District waiver form relinquishing any liability to the District.

e. Decisional Shooting

- i. SSPs shall be required to attend a Decisional Shooting course and be evaluated by the course instructor. The training shall include scenarios involving students in a campus setting.
- ii. SSPs shall successfully complete the course.



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iii. SSPs who fail the course shall not be allowed to retake the Decisional Shooting course for at least six months.

f. **Physical Fitness Assessment**

- i. Assessments are based on the Cooper Institute for Aerobics Research Standards.
- ii. The assessments administered shall be push-ups, sit-ups, sit and reach, and the one mile walk.
- iii. SSPs must meet the required time frame for all four assessments.
- iv. Criteria identified in the “good” category shall constitute the minimum requirement.
- v. The required timeframe varies with age/gender.
- vi. Assessment criteria is pass or fail.
- vii. If an individual fails one of the four assessments he/she shall wait a minimum of six months to retake the fitness assessments.
- viii. Flexibility and Sit Reach:
 - 1. Assessment criteria is pass or fail.
 - 2. Knees shall remain extended throughout the test.
 - 3. SSPs have three attempts to reach the goal.

6. **Firearm & Ammunition Criteria:**

- a. **Firearm:** Smith and Wesson M&P 9mm. Personal firearms are permitted only if the weapon is similar to the required firearm.
- b. **Holster:** A level 2 or 3 holster is required. Personal holsters are permitted only if the holster meets the level 2 or 3 requirements.
- c. **Ammunition:** The Winchester hollow point ammunition, or similar, is authorized.
- d. All expenses involved in obtaining and maintaining a personal firearm and ammunition will be paid by the SSP.
- e. Any expenses involved in obtaining the necessary permits for a personal firearm will be paid by the SSP.
- f. Hand-loaded ammunition is prohibited.

7. **Violations of Armed Regulations**

- a. Any critical discharge on school premises by an SSP shall be investigated by the District and RRPD.
- b. Suspected violations of this regulation may require that the SSPs privilege to carry a firearm on school premises

be suspended until such time that an investigation is completed.

c. Found violations shall subject an SSP to the appropriate corrective or disciplinary action up to and including terminations.

8. These administrative regulations, processes and procedures shall be used in accordance with the District Board Policies, the Collective Bargaining Agreement and all laws.

Revision Dates:

- i. September 6, 2018

Forms

- i. Waiver of Liability
- ii. Carrying a Firearms Request Form
- iii. Personal Firearm Use