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**Sherman ISD School Guardian Program Application and Confidentiality Statement**

The safety and security of Sherman ISD students and staff are paramount and the Board of Trustees realizes the District employees will be first on scene in the event of an armed intruder or other dangerous situation. As a result, the Board of Trustees established local policies CKC, DH, and GKA to facilitate the implementation of a School Guardian Program. This program permits designated employees to carry a concealed firearm on Sherman ISD property. In order to be eligible and apply for the SISD School Guardian Program, all of the following statements must be TRUE. Please initial each statement in the blank provided if the statement is TRUE:

\_\_\_\_\_ I wish to apply to be accepted into the Sherman ISD School Guardian Program, and I fully

(Initial) understand that my submission of this form is not a guarantee of acceptance.

\_\_\_\_\_ I am a current, full-time employee of Sherman ISD that has been with the District for 1 year or more.

(Initial)

\_\_\_\_\_ I am physically and mentally able to handle the stress of an active shooter situation.

(Initial)

\_\_\_\_\_ I am voluntarily submitting my written request to participate in the School Guardian Program.

(Initial)

\_\_\_\_\_ I have no history of disciplinary action in written form while employed by Sherman ISD.

(Initial)

IF APPROVED AS A SCHOOL GUARDIAN…

\_\_\_\_\_ I have been given access to review the administrative procedures related to the School Guardian

(Initial) Program, I have reviewed those procedures, and I agree to fully comply with all Administrative

Procedures. (See attached “Administrative Procedures”)

\_\_\_\_\_ I agree to submit to psychological testing prescribed by the District and I accept the results.

(Initial)

\_\_\_\_\_ I agree to submit to physical testing and successfully complete all training prescribed by the District.

(Initial)

\_\_\_\_\_ I will keep my identity as a School Guardian confidential. I agree to not discuss the School

(Initial) Guardian Program or to disclose details and information concerning the program.

\_\_\_\_\_ I will uphold the highest standards of conduct in my position and as a School Guardian.

(Initial)

\_\_\_\_\_ I understand that I may be removed from the Sherman ISD School Guardian Program for any

(Initial) reason, at any time.

Employee Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Campus/Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please submit this form to the Sherman ISD Chief of Police, Chief Heath Wester.**

**Sherman ISD School Guardian Program**

**Administrative Procedures**

Pursuant to Board Policy CKC (LOCAL), the following rules and procedures have been developed to further detail and assist in the implementation of the Sherman ISD School Guardian Program. The Board of Trustees may authorize specific District employees to possess firearms on District property for the safety and security of students, employees, and patrons. The Sherman ISD Chief of Police will administer the Guardian Program and serves as the Superintendent’s designee.

1. **Initial Employee Eligibility Requirements**

In order to be eligible for participation, a District employee must meet all of the following requirements.

1. The employee must be a current, full-time employee of Sherman ISD that has been with the District for 1 year or more.
2. The employee must be physically and mentally able to handle the stress of an active shooter situation.
3. The employee must voluntarily submit a written request for participation to the District’s Chief of Police.
4. The employee must not have a history of disciplinary action in written form while employed by the District.
5. **Initial Training and Evaluation Requirements**

After an employee has been approved, he or she will be required to complete certain tasks and training before designating the employee as a school guardian.

* 1. The employee must sign a confidentiality statement, by which (s)he agrees not to discuss the School Guardian Program or disclose his or her participation in the program.
  2. The employee must submit to psychological testing as identified by the District, and must receive a positive evaluation or recommendation from the testing entity.
  3. The employee must successfully complete required training prior to entry into the School Guardian Program as specified by the District.

1. **Required Training and Equipment**

Sherman ISD will require the following training and equipment, and provide the following benefits to an authorized school guardian. Only equipment, clothing, or other tools provided by the District or expressly authorized by these rules may be used by a school guardian.

1. **Training**. The District will provide for comprehensive training of the District’s choosing, to include training in the care and safe use of firearms and active shooter training. Each school guardian will be required to maintain proficiency by meeting additional training requirements, as designated by the District:
   1. Firearm proficiency training
   2. Target and active shooter training
      1. The District will determine a minimum amount of target training/practice on a monthly basis.
2. **Firearm**. School guardians shall provide their own firearm that is of a model and caliber approved by the District. Each school guardian must produce his/her firearm for inspection before the District considers authorization of the individual as a school guardian, and thereafter on a regular basis as determined by the District. The District will determine how each school guardian will maintain his/her firearm, whether in a secure and District-approved gun holster on his or her person, or in a secure lock box. In all situations, the firearm must be unloaded with the magazine separate from the firearm.
3. **Ammunition**. School guardians shall use regular ammunition for practice and shall not use any other ammunition, other than the ammunition provided by the District to each school guardian while on school premises.
4. **Annual Stipend**. Designated school guardians will receive an annual stipend for use in covering individual employee expenses related to the performance of duties as a school guardian.
5. **Confidentiality**

The District will not confirm or deny any employee’s past, present, or future participation in the program. These Rules and Procedures are similarly confidential and shall not be disclosed. The identity of an employee designated as a school guardian is confidential and shall not be disclosed except as directed by the Superintendent. The identity of an employee who requests participation as a school guardian is also confidential and shall not be disclosed under any circumstances.

1. **Standards of Conduct**

Authorized school guardians shall comply with Sherman ISD policies and rules, and will be held to a higher standard of conduct and compliance than other employees, both in the performance of the duties and responsibilities of the employee’s position, as well as in the employee’s service as a school guardian.

A school guardian shall only access his or her firearm in circumstances that would justify the use of deadly force under Texas Penal Code Sections 9.32 or 9.33, and as in accordance with the mandatory training received under these Rules and Procedures.

1. **Suspension or Termination of Authorization**

The Superintendent reserves the right to revoke an employee’s school guardian authorization at any time and for any lawful reason. The Superintendent, or designee, is authorized to suspend an employee’s school guardian authorization at any time, pending consideration of termination or revocation of such authorization by the Superintendent.

An employee’s school guardian authorization shall automatically terminate upon resignation or termination of employment with the District, or upon revocation or suspension of the employee’s Handgun License.

1. **Other Statutes**

These procedures do not affect other lawful authorization to possess a firearm by law.