

**Armed School Security Officers**

The Newtown Board of Education (the “Board”) authorizes the placement of armed school security officers in its school buildings during times that the Superintendent or his/her designee deems necessary in order to provide for the safety and security of students and school personnel.

At the discretion of the Board, the armed school security officers shall be authorized to carry firearms on school grounds in the performance of their duties, consistent with state and federal law, Board policy and administrative regulations, and any applicable memorandum of understanding or agreement with the Town of Newtown.

The armed school security officers shall support the school administration and staff in maintaining a safe and positive school environment.

An armed school security officer will not draw, point, or discharge his/her firearm on school grounds unless it is necessary to protect a person, including himself or herself, from what the armed school security officer reasonably believes to be the imminent use of deadly physical force. Any use of a firearm will be preceded by a verbal warning, if possible. Any use of firearms must be consistent with state and federal law, Board policy and administrative regulations, and any applicable memorandum of understanding or agreement with the Town of Newtown.

The Superintendent will adopt and maintain administrative regulations to implement this Policy.

**Legal Reference:**

**Connecticut General Statutes**

4-176e through 4-180a. Contested Cases. Notice. Record.

10-220 Duties of boards of education.

10-233a through 10-233f. Suspension, removal and expulsion of students, as amended by PA 95-304, PA 96-244, and PA 98-139.

53a-3 Definitions.

53a-217b Possession of Firearms and Deadly Weapons on School Grounds.

PA 15-168 An Act Concerning Collaboration Between Boards of Education and School Resource Officers and the Collection and Reporting of Data on School-Based Arrests

PA 94-221 An Act Concerning School Discipline and Safety.

GOALS 2000: Educate America Act, Pub. L. 103-227.

18 U.S.C. 921 Definitions.

Title III - Amendments to the Individuals with Disabilities Education Act.

Sec. 314 (Local Control Over Violence)

Elementary and Secondary Act of 1965 as amended by the Gun Free Schools Act of 1994.

P.L. 105-17 The Individuals with Disabilities Act, Amendment of 1997.

Kyle P. Packer PPA Jane Packer v. Thomaston Board of Education.

Policy Adopted: March 5, 2019  
Policy Revised: September 3, 2025

NEWTOWN PUBLIC SCHOOLS  
Newtown, Connecticut

## **ADMINISTRATIVE REGULATIONS REGARDING ARMED SECURITY OFFICERS**

In order to promote the safety and security of its schools, the Newtown Board of Education (the “Board”) authorizes the use of armed security officers ("ASSOs") within the Newtown Public Schools (the “District”) in accordance with applicable law, Board policy, and these regulations.

### **I. Definitions**

For purposes of these regulations:

An “armed school security officer” or “ASSO” is a retired police officer, who is also a qualified retired law enforcement officer as defined in 18 U.S.C. § 926C, who is hired by the Board to provide security services in its schools. ASSO(s) must also meet the requirements of Conn. Gen. Stat. § 10-244a, including the requirement to receive annual training pursuant to Conn. Gen. Stat. § 7-294x and successfully complete annual firearms training provided by a certified firearms instructor that meets or exceeds the standards of the Connecticut Police Officer Standards and Training (“POST”) Council or 18 U.S.C. § 926C, as amended from time to time.

A “retired police officer” means (1) a sworn member of an organized local police department who was certified by the POST Council and retired or separated in good standing from such department or a sworn member of the Division of State Police within the Department of Emergency Services and Public Protection who retired or separated in good standing from said division, (2) a sworn federal law enforcement agent who retired or separated in good standing from such federal law enforcement service and who meets or exceeds the standards of the POST Council for certification in this state, or (3) a sworn officer of an organized police department in another state who was certified under standards that meet or exceed the standards of the POST Council for certification in this state and who retired or separated in good standing from such department.

“On duty for the Board” means time within scheduled working hours for an ASSO during which the ASSO is performing duties as an ASSO, including any training time; any time scheduled by the Board for the ASSO to work at school-sponsored activities; and any time otherwise approved for work by the Superintendent or designee. “On duty for the Board” does not include time spent traveling to and from the work location at the beginning and end of working hours, but includes time spent traveling, if necessary, during scheduled working hours.

“Deadly physical force” means that degree of force that can be reasonably expected to cause death or serious physical injury.

“Serious physical injury” means physical injury that creates substantial risk of death, or that causes serious disfigurement, serious impairment of health or serious loss or impairment of the function of any bodily organ.

“Physical injury” means impairment of physical condition or pain.

“Firearms-related incident” means any circumstance on either school property or in the immediate proximity of students involving the threatened use, display, or discharge of a firearm, either by an ASSO or by a third party.

## **II. ASSO Regulations**

The following regulations address ASSO qualifications, appointment and supervision, authorized equipment, use and carry of firearms, role and authority, duties and responsibilities, and relationships with students.

### **A. Qualifications**

In order to be and remain employed as an ASSO, an individual must:

- Be a retired police officer, who is also a qualified retired law enforcement officer as defined in 18 U.S.C. § 926C;
- Meet the requirements of Conn. Gen. Stat. § 10-244a, including the requirement to receive annual training pursuant to Conn. Gen. Stat. § 7-294x and successfully complete annual firearms training provided by a certified firearms instructor that meets or exceeds the standards of the POST Council or 18 U.S.C. § 926C, as amended from time to time;
- Successfully complete additional training and re-training requirements, as required by law and/or determined by the Board;
- Hold all certifications, permits, and/or licenses required under federal and/or Connecticut law with respect to the duties and responsibilities of ASSOs, including but not limited to certifications, permits and/or licenses to carry and use firearms or other equipment as an ASSO;
- Successfully complete national and state criminal background history check as required by the Board and/or by state or federal law;
- Successfully complete physical restraint and seclusion training, in accordance with Board Policy 5144.1;
- Hold and maintain a valid driver’s license with no significant traffic infractions;
- Consistent with the law, must not have been officially found by a qualified medical professional to be unqualified as a law enforcement officer for reasons relating to mental

health and/or must not have entered a separation agreement in which the individual acknowledged that the individual was not qualified as a law enforcement officer for reasons relating to mental health;

- Submit to and pass a complete psychological and medical exam post-offer and prior to employment; and
- Be able to perform the essential functions of the ASSO position satisfactorily with or without reasonable accommodations. An ASSO may be required to submit to independent medical examinations in accordance with applicable law.

In accordance with a memorandum of agreement between the Board and the Town of Newtown, the Newtown Police Department (“NPD”) shall conduct and coordinate any background checks required of ASSOs related to their status as armed school security officers and/or related to their possession of firearms; provide all trainings and certifications required of ASSOs, in accordance with applicable law; and ensure that ASSOs hold any and all permits, licenses, and/or certifications required under applicable law related to the duties and responsibilities of ASSOs. ASSOs shall provide documentation to the Board that they have completed and/or are current in all trainings and secured all required permits, certifications, and licenses in accordance with applicable law and these regulations and may be required to provide the Board with such written confirmation at the time of hiring, each year thereafter, and upon any request from the Superintendent.

An ASSO must promptly notify the Superintendent in writing of any incident or circumstance resulting in the revocation of the ASSO’s certifications, permits, and/or licenses, including but not limited to the ASSO’s authorization to carry or possess a firearm, or noncompliance with any mandated requirements for the position of an ASSO, including but not limited to any circumstances necessitating restrictions on the ASSO’s ability to carry a firearm.

An ASSO must promptly notify the Superintendent in writing of any incident or circumstance resulting in their arrest.

Failure to comply with and/or satisfactorily complete any certification, permit, licensure and/or training required by law and to provide relevant documentation to the Superintendent or designee will result in immediate revocation of the ASSO’s authority to carry a firearm on school grounds, and may result in the discipline of an ASSO, up to and including discharge.

## **B. Appointment and Supervision**

ASSO(s) shall be employed by the Board. When recruiting, hiring, and selecting ASSO(s), the Superintendent or designee shall consult with the Board’s Director of Security, the Board’s Director of Human Resources or designee, and the NPD Chief of Police or designee.

With respect to their daily duties and general school security and safety, ASSO(s) shall be supervised by the Superintendent or designee. The Superintendent or designee shall also be responsible for the evaluation and discipline of ASSO(s).

An ASSO's general work schedule shall be determined by the Superintendent or designee.

### **C. Authorized Equipment**

ASSO(s) will carry equipment (including firearms and ammunition) issued by the NPD when on duty for the Board ("Authorized Equipment"). All equipment must be used in accordance with applicable law and these regulations. In accordance with the memorandum of agreement between the Board and the Town of Newtown, the NPD will be responsible for providing firearms and ammunition to ASSOs and for the inspection and repair of all firearms issued to ASSOs.

ASSO(s) shall use and carry only Authorized Equipment when on duty for the Board. ASSO(s) shall not use or carry any other weapons while on duty for the Board.

In coordination with the NPD, ASSO(s) shall have firearm inspections performed by a POST Council-certified firearms instructor. ASSO(s) are responsible for bringing any concerns regarding the function of the firearm outside of these regular inspections to the attention of the Newtown Chief of Police.

ASSO(s) shall maintain their Authorized Equipment in a secure, clean, and operable manner, in accordance with manufacturer specifications, applicable law. Authorized Equipment shall not be stored in any school building or other location operations or controlled by the Board.

### **D. Use and Carry of Firearms**

The Board authorizes ASSO(s) engaged in performance of their official duties who are in lawful possession of a deadly weapon or firearm to bring such item on the real property of any school or administrative office building in the District or on school grounds or transportation in accordance with Board Policy and regulations. Any use of Authorized Equipment must be consistent with an ASSO's training, applicable law, Board policy, and these regulations.

ASSO(s) have no authority as Board employees to use a firearm or force (including deadly physical force) except when on duty for the Board and when authorized by these regulations and applicable law. Any such actions taken by an ASSO, therefore, when not on duty for the Board, are not under either the express, implied, or apparent authority of the Board, and the ASSO will not be indemnified by the Board for any use of Authorized Equipment off duty or in a manner not authorized by law and these regulations, regardless of the circumstances.

An ASSO(s) will not draw, point, or discharge the ASSO's firearm while on duty for the Board unless it is necessary to protect a person, including the ASSO, from what the ASSO reasonably believes to be the use or imminent use of deadly physical force. Any use of a firearm will be preceded by a verbal warning, if practicable. Any use of a firearm will be consistent with applicable law, Board policy and administrative regulations, and any memorandum of understanding or agreement with the Town of Newtown.

Notification to local law enforcement and the Superintendent shall be made as soon as practical after a firearms-related incident.

At no time shall an ASSO transfer the possession of their firearm or Authorized Equipment to any other individual on school property other than to the Superintendent or designee or in response to a lawful directive from law enforcement personnel acting in a law enforcement capacity.

ASSO(s) are prohibited from storing their Authorized Equipment on school grounds and/or otherwise leaving Authorized Equipment unattended.

While off duty, ASSO(s) shall store such Authorized Equipment securely in accordance with applicable law.

Any violation of the provisions of these regulations pertaining to the proper storage, handling, and/or use of firearms will result in the immediate revocation of the ASSO's authority to carry a firearm on school grounds and may result in discipline up to and including termination.

#### **E. Role and Authority**

ASSO(s) have no police powers. ASSO(s) shall not detain, arrest, physically restrain, or attempt to arrest any person for any criminal violation claiming authority to do so as a law enforcement official.

ASSOs shall conduct no search or seizure of the person or property of any student or any other individual, except as directed by a school principal or other administrator and in a manner consistent with BOE Policy 5145.12 (Search and Seizure).

In accordance with Board policy and applicable law, ASSO(s) are permitted to use force to the extent they are trained to do so, in accordance with applicable law and these regulations, and only in circumstances necessitating said use of force in accordance with law.

Any use of force by an ASSO to restrain a person must be the least amount necessary to detain the person and must be reasonable under the totality of circumstances.

An ASSO shall not use physical restraint or seclusion, as defined in Conn. Gen. Stat. § 10-236b, on a student except as an emergency intervention to prevent immediate or imminent injury to the student or to others. Before using physical restraint or seclusion on a student, the ASSO shall have participated in the training required for school employees to engage in physical restraint or seclusion of students, as described in Board Policy and Administrative Regulations 5144.1. Any use of force by an ASSO to restrain any student must be the least amount necessary to detain the student, reasonable in light of the totality of the circumstances, and in compliance with Board Policy and Administrative Regulations 5144.1 and all applicable laws.

In any situation in which local law enforcement officers are present on school grounds to conduct any law enforcement action, ASSO(s) shall defer to law enforcement officers in responding to and addressing the situation. ASSO(s) shall not physically participate, aid, or assist the law enforcement operation, except for the purpose of providing necessary information, or to the

extent necessary to ensure the immediate safety of students, staff, or other individuals on the premises as directed by law enforcement.

#### **F. Duties and Responsibilities**

Subject to the provisions of applicable law, Board policies, administrative regulations, and school procedures, ASSO(s) shall:

- Abide by all applicable law, Board policies and administrative regulations;
- Carry any legally prescribed identification card at all times while on duty for the Board;
- At all times while on duty for the Board, wear such distinctive uniform and/or insignia as may be designated by the Board for identification purposes;
- Use, carry, and store Authorized Equipment safely and in accordance with all applicable Board policy, these regulations, and federal and/or Connecticut laws;
- Meet and greet students, staff, and public respectfully and courteously;
- As requested by the Superintendent or designee, assist in the development and implementation of plans and strategies to prevent and/or to minimize dangerous situations on school grounds;
- As requested by building administration, participate in school security and safety committee meetings;
- Engage in the prevention and/or detection of intrusion, entry, larceny, vandalism, abuse, fire, or trespass on school property;
- Engage in the prevention, observation and/or detection of any unauthorized activity on school property, including but not limited to the unauthorized use or possession of a firearm, deadly weapon, or dangerous instrument;
- Respond to situations that may jeopardize the welfare of students or staff in accordance with all applicable law, Board policy, and these regulations;
- Identify and address unauthorized persons who pose imminent life-threatening danger and take appropriate action with respect to such persons, in accordance with applicable law;
- Call police/law enforcement officials for assistance as needed;
- Complete incident reports, and any other reports and paperwork as directed by the Superintendent or designee, and submit them to the building principal, with a copy to the Superintendent;
- Participate in professional development and training deemed necessary by the Superintendent or designee;
- Be available for flexible scheduling as needed to accommodate after school and evening activities, as requested by the Superintendent or designee; and
- Perform other duties as assigned by the Superintendent or designee.

#### **G. Relationship with Students**

The Board is solely responsible for taking any school based disciplinary action with respect to students and ASSO(s) shall have no role with respect to such disciplinary action other than, upon the request of the Superintendent or designee, acting as a witness in student disciplinary procedures.

ASSO(s) shall not access and shall not disclose personally identifiable information in student



education records, as defined in the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (“FERPA”), except as needed to perform assigned duties and as otherwise consistent with FERPA and other applicable law.

Legal Reference:

10-220	Duties of boards of education
10-244a	Employment of persons to provide security services in a public school while in possession of a firearm
53a-3	Definitions
53a-19	Use of physical force in defense of person
53a-20	Use of physical force in defense of premises
53a-217b	Possession of a weapon on school grounds: Class D felony

Regulation Adopted: September 3, 2025

**APPENDIX A**

**ACKNOWLEDGMENT AND RECEIPT OF  
NEWTOWN BOARD OF EDUCATION POLICY REGARDING ARMED SCHOOL  
SECURITY OFFICERS AND ADMINISTRATIVE REGULATIONS REGARDING ARMED  
SCHOOL SECURITY OFFICERS**

I acknowledge that I have received and reviewed the Newtown Board of Education's Policy Regarding Armed School Security Officers ("Policy") and the accompanying Administrative Regulations regarding Armed School Security Officers ("Regulations") in effect on the date set forth below. I further acknowledge that I have sought and received clarification from the Superintendent of Schools of any provision I did not understand. Going forward, if I have further questions or concerns about my understanding of any provision in the Policy or Regulations in effect at that time I will promptly seek clarification from the Superintendent in writing.

I understand that the Regulations are intended to serve as a guide in the execution of my duties. I understand that the Regulations are subject to change at the sole discretion of the Superintendent at any time, with or without notice. The Regulations are also subject to all applicable local, state, and federal law, and, in the event that any of the regulations conflict with any law, the law shall take precedence.

Since the Regulations are subject to change at any time, I acknowledge that revisions to these Regulations may occur. All such changes will generally be communicated through written notice from the Superintendent, but verbal notice from the Superintendent will be effective when given to me. I understand that revised Regulations may supersede, modify, or eliminate existing Regulations. Only the Superintendent has the ability to modify revisions to these regulations.

I understand and agree that the Regulations are part of my job duties as an Armed School Security Officer. In particular, they place limitations on my authority as an employee of the Newtown Board of Education to carry and use a firearm in the course of my employment. Any failure, therefore, to abide by the Regulations may result in the immediate revocation of my authority to carry a firearm on school grounds and/or discipline up to and including discharge.

I have received the current Policy and Regulations, and I understand that it is my responsibility to read and comply with them and any revisions communicated to me for the duration of my employment with the Newtown Board of Education.

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Signature

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Date

\_\_\_\_\_  
Printed Name

Received: \_\_\_\_\_, Human Resources \_\_\_\_/\_\_\_\_/20\_\_\_\_

