

**Administrative Procedures for Policy#1515 (Administration) of the Board of Education  
Regarding Weapons in Calvert County Public Schools**

I. Definitions

- A. Expulsion –Removal of a student from the student’s regular school program.
- B. Firearm – Any weapon defined in § 921 of Title 18 of the United States Code; any weapon which will, or is designed to, or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any weapon described above; any weapon which may be readily converted to expel a projectile by the action of an explosive or other propellant and which has any barrel with a bore of more than one-half inch in diameter; or any combination of parts either designed or intended for use in converting any device into a destructive device described above, and from which a destructive device may be readily assembled.
- C. In School Intervention (ISI) –An alternative setting within the school that removes the student for a period of time to receive direct instruction and special education services so that the student can continue to participate in the general education curriculum and progress towards meeting the goals set out in the students Individual Educational Plan.
- D. In School Suspension (ISS) - [The removal of a student from their regular education setting within the school building for disciplinary reasons.](#) Students are placed in an alternative setting within the school for a period of time, while receiving instructions similar to what they would get in a regular classroom. Look alike weapons – Any item that resembles or appears to be a weapon, even if it is not functional or intended to cause harm, such as toy guns, replica firearms, and other objects designed to imitate real weapons.
- E. School property – Any Calvert County Public School (CCPS) buildings and/or grounds, and any CCPS leased or owned vehicles, including school buses when they are in use for official school business. This includes any location used for co- or extra-curricular activities, including any field trips.
- F. Weapon - Any object which reasonably could cause or be used in such a way as to cause harm or injury to a person. Weapons shall include, but are not limited to, the following: any firearm of any kind, whether loaded or unloaded, operable or inoperable; knives; straight razors or razor blades; spiked objects; metal knuckles; nunchaku; explosive devices; chemical mace; tear gas; pepper spray; starter pistol; or stun guns.
- G. Year – A calendar year of 12 months.

II. Weapon possession by individuals other than students

- A. § 4-102 of the Criminal Article of the Annotated Code of Maryland stipulates that a person may not carry or possess a firearm, knife, or deadly weapon of any kind on public

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school property, except as provided by law. A person in violation of this provision is guilty of a misdemeanor and on conviction is subject to imprisonment not exceeding 3 years or a fine not exceeding \$1,000 or both.

- B. The Superintendent or designee may authorize an employee to possess equipment which could be classified as a weapon when that equipment is required for the performance of the employee's job responsibilities.
  - 1. If an employee possesses an unauthorized weapon on school property, the employee will be subject to disciplinary procedures as defined by Calvert County Public Schools Policy 1750.
- C. When any individual is found to possess an unauthorized weapon or look alike weapon on school property, law enforcement may be called.

### III. Weapon possession by students

- A. Discipline of Students with Disabilities
  - 1. The discipline of a student with a disability, including the suspension, expulsion, or interim alternative placement of the student for disciplinary reasons, shall be conducted in conformance with the requirements of the Individuals with Disabilities Education Improvement Act. Procedures that are set forth in COMAR 13A.08.01.11 and COMAR 13A.08.03.03 will be followed as they apply to students with disabilities.
- B. If a student possesses a firearm on school property, the student will be expelled for a minimum of one calendar year.
- C. Any student who uses or is in possession of a weapon, other than a firearm, on school property may be expelled from Calvert County Public Schools
- D. If the principal or his/her designee determines that a student has in his/her possession or has used a weapon, other than a firearm, on school property, the principal:
  - 1. Will suspend the student from school or place the student in ISS for 1- 10 days.
  - 2. May complete a Request for Extension of Suspension or Expulsion Form (Form PS-2) and forward it to the Director of Student Services and the Superintendent of Schools.
  - 3. May request police assistance.
  - 4. Will make every reasonable effort to notify the parent or guardian in a timely manner.
  - 5. May remove the student from the school setting as quickly and safely as possible without endangering the school's population.
  - 6. Will notify the Superintendent and Director of Student Services as soon as administratively possible; and
  - 7. Will file a written report with the Director of Student Services within 24 hours.

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IV. Look alike Weapons Possession by Students –

- A. If a principal or his/ her designee determines that a student is in possession of a look-alike weapon on school property, following an investigation and depending on the nature of the incident, the following consequences may occur:
1. Will warn the student and use as a teachable moment.
  2. May place student in ISS or ISI
  3. May suspend from school for up to 10 days.
  4. May complete a Request for Extension of Suspension or Expulsion Form (Form PS-2) and forward it to the Director of Student Services and the Superintendent of Schools.

Related policies and procedures

- 1112 Student Discipline
- 1115 Disruptive Behavior on CCPS Property
- 1600 Appeals
- 1750 Employee Discipline

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