

**PARK COUNTY SCHOOL DISTRICT #6  
BOARD OF EDUCATION POLICY**

Code: CKA-R2-E

**FIREARM OR HOLSTER CHANGE ORDER**

I, \_\_\_\_\_, issue this change order for my firearm and/or holster.

I request to change my firearm. New firearm: \_\_\_\_\_(make),  
\_\_\_\_\_ (model) and \_\_\_\_\_ (ammunition).

I request to change my holster.

Employee signature \_\_\_\_\_ Date \_\_\_\_\_

After consultation with the Superintendent concerning the change, the Superintendent shall set up a time for the which the Employee Authorized to Carry must meet with trainers and/or law enforcement advisers identified by the Board of Trustees to have the new firearm inspected and approved.

Superintendent signature \_\_\_\_\_ Date \_\_\_\_\_

Pursuant to Policy CKA and CKA-R2, an Employee Authorized to Carry must retest and provide a proficiency score at 80% or greater on the Federal Practical Pistol Course when requesting a firearm change.

Trainer and/or Local Law Enforcement signature \_\_\_\_\_  
Date \_\_\_\_\_

Upon completion of all the above requirements the Employee Authorized to Carry shall submit the Change Order to Superintendent and the change of the firearm and/or holster shall be effective immediately. The Superintendent shall inform the Board of Trustees of the completion of the change order.

Adopted: 4/17/2018