The proposed action has no economic impact.

There is no corresponding federal standard to this proposed action.

The purpose of this action is to set procedures under which a person in interest may request the correction or amendment of public records of the Maryland Center for School Safety.

The proposed action has no impact on individuals with disabilities.

Comments may be sent to Kate Hession, Executive Director, Maryland Center for School Safety, 200 W. Baltimore Street, Baltimore, MD 21201, or call 410-281-2335, or email to admin.mcss@maryland.gov, or fax to 410-510-1123. Comments will be accepted through January 6, 2020. A public hearing has not been scheduled.

This chapter sets out procedures under which a person in interest may request the correction or amendment of public records of the Maryland Center for School Safety.

A. In this chapter, the following terms have the meanings indicated.

2. “Center” means the Maryland Center for School Safety.
3. “Custodian” has the meaning stated in General Provisions Article, §4-101(d), Annotated Code of Maryland.
4. “Executive Director” means the Executive Director of the Maryland Center for School Safety, as set forth in Education Article, §7-1502(d), Annotated Code of Maryland.
5. “Person in interest” has the meaning stated in General Provisions Article, §4-101(g), Annotated Code of Maryland.
6. “Public record” has the meaning stated in General Provisions Article, §4-101(j), Annotated Code of Maryland.

A person in interest may request that the Center correct or amend any public record that:

A. The Center keeps; and
B. The person in interest is authorized to inspect.

A. A person in interest shall make a request to correct or amend a public record in writing.
B. The request shall:
   (1) Identify the public record to be corrected or amended;
   (2) State the precise correction or amendment requested;
   (3) State the reason for the correction or amendment; and
   (4) Include a statement that, to the best of the requester’s belief, the public record is inaccurate or incomplete.

A request to correct or amend a public record shall be addressed to the custodian of the record. If the custodian is unknown, the request shall be addressed to the Executive Director.

A. The Center shall accept a request to correct or amend a public record when it is received if it reasonably complies with Regulations .04 and .05 of this chapter.
B. If the request does not reasonably comply with Regulations .04 and .05 of this chapter, the Center shall return the request to the requestor with:
   (1) An explanation of the reason for the return; and
   (2) A statement that, on receipt of a request that reasonably complies with Regulations .04 and .05 of this chapter, the request will be accepted.
.07 Response to Request.
Within 30 days after the Center receives a request for the correction or amendment of a public record that reasonably complies with Regulations .04 and .05 of this chapter, the custodian shall:
A. Make the requested correction or amendment, and inform the requester in writing of the action; or
B. Inform the requester in writing that the Center will not:
   (1) Make the requested correction or amendment, and the reason for the refusal; or
   (2) Act on the request because:
      (a) The requester is not a person in interest;
      (b) The requester is not authorized to inspect the record; or
      (c) Of any other reason authorized by law.

.08 Response to Refusal of Request — Statement of Disagreement.
If the Center refuses to make a requested correction or amendment, a person in interest may file with the Center a concise statement of the reasons for:
A. The requested correction or amendment; and
B. The person’s disagreement with the refusal of the Center to make the correction or amendment.

.09 Requirements for Statement of Disagreement.
The statement submitted under Regulation .08 of this chapter shall:
A. Be on pages not larger than 8 ½ x 11 inches; and
B. Use only one side of each page; and
C. Consist of not more than five pages.

.10 Disclosure of Statement of Disagreement.
If a person in interest files a statement of disagreement concerning a public record under Regulations .08 and .09 of this chapter, the Center shall provide a copy of the statement whenever the Center discloses the public record to a third party.

.11 Administrative Review.
A. A person may request administrative review under this regulation if the Center:
   (1) Has refused the person’s request to correct or amend a public record under Regulation .07 of this chapter;
   (2) Has rejected the person’s statement of disagreement under Regulation .08 of this chapter; or
   (3) Has not provided a statement of disagreement to a third party under Regulation .10 of this chapter.
B. A request for review shall be filed with the Executive Director within 30 days after the requester is advised of the Center’s action.
C. The review proceedings shall be conducted in accordance with General Provisions Article, Title 4, Subtitle 1A, 1B, or 3, Annotated Code of Maryland.

KATE HESSION
Executive Director

Subtitle 40 MARYLAND CENTER FOR SCHOOL SAFETY

14.40.04 Certification and Training for School Security Employees and School Resource Officers

Authority: Education Article, §§7-151(k), 7-1503(g), and 7-1508, Annotated Code of Maryland

Notice of Proposed Action
[19-244-P]
The Maryland Center for School Safety proposes to adopt new Regulations .01—.03 under a new chapter, COMAR 14.40.04 Certification and Training for School Security Employees and School Resource Officers, under a new subtitle, Subtitle 40 Maryland Center for School Safety.

Statement of Purpose
The purpose of this action is to define school security employees as set forth at Maryland Annotated Code, Education Article, §7-1501(k), Annotated Code of Maryland, and to specify the mandatory training requirements for school resource officers and school security employees working in Maryland public schools.

Comparison to Federal Standards
There is no corresponding federal standard to this proposed action.

Estimate of Economic Impact
The proposed action has no economic impact.

Economic Impact on Small Businesses
The proposed action has minimal or no economic impact on small businesses.

Impact on Individuals with Disabilities
The proposed action has no impact on individuals with disabilities.

Opportunity for Public Comment
Comments may be sent to Kate Hession, Executive Director, Maryland Center for School Safety, 200 W. Baltimore Street, Baltimore, MD 21201, or call 410-281-2335, or email to admin.mcss@maryland.gov, or fax to 410-510-1123. Comments will be accepted through January 6, 2020. A public hearing has not been scheduled.

.01 Definitions.
A. In this chapter, the following terms have the meanings indicated.
   B. Terms Defined.
      (1) “Center” means the Maryland Center for School Safety.
      (2) “School resource officer” has the meaning stated in Education Article, §7-1501(j), Annotated Code of Maryland.
      (3) School Security Employee.
         (a) “School security employee” has the meaning stated in Education Article, §7-1501(k), Annotated Code of Maryland.
         (b) “School security employee” includes the following individuals who are employed by a local school system, either as salaried or contractual employees, to provide safety and security-related services at a public school:
            (i) School safety coordinator;
            (ii) School security director; and
            (iii) Any individual designated by the administration within the individual’s job description who is required to provide safety and security-related services as a part of the individual’s regular job duties.