



SECTION: STUDENTS

POLICY: 236.1

TITLE: THREAT ASSESSMENT

ORIGINAL: December 13, 2021

CURRENT REVISION:

**LAST REVIEWED BY THE
COMMITTEE:**

ADMINISTRATIVE GUIDELINES

A. Inquiry and Assessment

- a. In investigating, assessing and responding to threat reports, the threat assessment team shall make a determination if the report should be addressed under one or more specific Board policies or administrative regulations, based on the subject matter of the report and the requirements of law, regulations and Board policy, including, but not limited to, reports involving:
 - i. Discrimination/Title IX Sexual Harassment.
 - ii. Bullying/Cyberbullying.
 - iii. Suicide Awareness, Prevention and Response.
 - iv. Hazing.
- b. Members of the threat assessment team shall engage in an assessment of the reported student behavior that may indicate a threat, in accordance with training and established procedures. This process may include, but is not limited to:
 - i. Interviewing the student, other students, staff, parents/guardians or others regarding the subject(s) of the reported threat.
 - ii. Reviewing existing academic, health and disciplinary records and assignments, as appropriate, regarding the subject(s) of the report.
 - iii. Conducting searches of lockers, storage spaces, and other possessions on school property as applicable, in accordance with applicable law, regulations and Board policy.
 - iv. Examining outside resources such as social media sites, in coordination with law enforcement, or contacting law enforcement, juvenile probation, or community agencies to request additional information about the subject(s) of the report, in accordance with law, regulations and Board policies.
 - v. Where appropriate, convening the appropriate team to assess and/or address the situation that is the subject of the report, such as the Individualized Education Program (IEP) team, Section 504 Team, Behavior Support team, Student Assistance Program team, or others.
- c. The threat assessment team shall establish and implement procedures, in accordance with the district's Memorandum of Understanding, to address situations where the investigation of a reported threat shall be transferred to the appropriate law enforcement agency.

- d. The threat assessment team may request that the county agency or juvenile probation department consult and cooperate with the team in assessing the student who is the subject of a preliminary determination regarding a threat.
- e. When assessment of a student's behavior determines that it is not a threat to the student, other students, school employees, school facilities, the community or others, the threat assessment team shall document the assessment and may refer the student to other appropriate resources such as a child study team, the Student Assistance Program team, an IEP or Section 504 Team or other district supports and services.

B. Response and Intervention

- a. The threat assessment team shall develop an Individualized Management Plan for each student identified and assessed as posing a threat to the student, other students, school employees, school facilities, the community or others. The plan should document the team's evaluation of the threat and recommendations for disposition of the threat, including the information gathered during the assessment and recommendations for response and intervention.
- b. Following notification to the student's parent/guardian, the threat assessment team may refer the student to an appropriate program or take action to address the reported situation in accordance with applicable Board policy, which may include, but is not limited to:
 - i. A referral to the Student Assistance Program.
 - ii. A referral to the appropriate law enforcement agency.
 - iii. An appropriate evaluation to determine whether the student is a qualified student with a disability in need of a Section 504 Service Agreement or in need of special education services through an Individualized Education Program (IEP), in accordance with applicable law and Board policy.
 - iv. A referral to the student's IEP Team to review and address the student's IEP and/or Positive Behavior Support Plan. This could include, but is not limited to, a manifestation determination or functional behavioral assessment in accordance with applicable law, regulations and Board policy.
 - v. A referral to the student's Section 504 Team to review and address the student's Section 504 Service Agreement and/or Positive Behavior Support Plan.
 - vi. With prior parental consent, a referral to a behavioral service provider, health care provider or county agency.
 - vii. Addressing behavior in accordance with applicable discipline policies and the Code of Student Conduct.
 - viii. Ongoing monitoring of the student by the threat assessment team, a child study team, Student Assistance Program team or other appropriate school personnel.
 - ix. Taking steps to address the safety of any potential targets identified by the reported threat.

C. Students With Disabilities

- a. When reporting an incident committed by a student with a disability or referring a student with a disability to a law enforcement agency, the district shall provide the information required by state and federal laws and regulations and shall ensure that copies of the special education and disciplinary records of the student are transmitted for consideration by these authorities. The district shall ensure compliance with the Family Educational Rights and Privacy Act when transmitting copies of the student's special education and disciplinary records.

D. Monitoring and Management

- a. If a student has an Individualized Management Plan, the threat assessment team shall monitor the Individualized Management Plan and coordinate with the designated team or resource to provide support and follow-up assessment as necessary. Follow-up assessments, referrals, re-entry plans and other supports shall be documented as part of the student's Individualized Management Plan.
- b. The threat assessment team, in coordination with other appropriate teams and supports, shall determine when the student's Individualized Management Plan is no longer needed for disposition of the threat(s), and may transfer appropriate information in accordance with applicable law, regulations and Board policy.

E. Records Access and Confidentiality

- a. In order to carry out their duties and facilitate the timely assessment of and intervention with students whose behavior may indicate a threat, the threat assessment team shall have access to the following student information to the extent permitted under applicable law and regulations:
 - i. Student health records.
 - ii. Prior school disciplinary records.
 - iii. Records related to adjudication under applicable law and regulations.
 - iv. Records of prior behavioral or mental health or psychological evaluations or screenings maintained by the district.
 - v. Other records or information that may be relevant to evaluating a threat or determining treatment or referral options for a student that are maintained by the district.
- b. The threat assessment team shall use all information or records obtained in fulfilling the team's duty in accordance with law to evaluate a threat or to recommend disposition of a threat. Team members shall not disclose any record or information obtained or otherwise use any record of a student beyond the purpose for which the disclosure was made to the team, in accordance with law.
- c. The threat assessment team shall maintain confidentiality and handle all student records in accordance with applicable law, regulations, Board policy, the Student Records Plan and the district's legal and investigative obligations.
- d. Threat assessment members whose other assignments and roles require confidentiality of specific student communications, in accordance with law, shall ensure that all confidential communications and information are addressed in accordance with applicable law, regulations, Board policy and administrative guidelines.

F. Annual Board Report

- a. The threat assessment team shall provide the required information to the Superintendent, in consultation with the School Safety and Security Coordinator, to annually develop and present to the Board, at an executive session, a report outlining the district's approach to threat assessment, which shall include:
 - i. Verification that the district's threat assessment team and process complies with applicable law and regulations.
 - ii. The number of threat assessment teams assigned in the district, and their composition.
 - iii. The total number of threats assessed that year.
 - iv. A summary of interactions with outside law enforcement agencies, juvenile probation and behavioral service providers.
 - v. An assessment of the district's threat assessment team(s) operation.

- vi. Recommendations for improvement of the district's threat assessment processes.
 - vii. Any additional information required by the Superintendent or designee.
 - viii. The annual threat assessment report shall be presented as part of the annual report to the Board by the School Safety and Security Coordinator on district safety and security practices.
- b. The threat assessment team's information addressing verification of compliance with law and regulations, the number of threat assessment teams assigned in the district and their composition, the total number of threats assessed that year, and any additional information required by the Superintendent or designee shall be included in the School Safety and Security Coordinator's annual report on district safety and security practices that is submitted to the state's School Safety and Security Committee.