

Oak Ridge Schools

Office of the Superintendent



Administrative Procedure 3.204

Operations of the Threat

Assessment Team

The following members have been appointed to the Threat Assessment Team for the school district:

Glenwood Elementary - Ginny Boles - Jim Hundertmark - Amber Ashworth - Officer Vic Owen	Linden Elementary - Heather Jenkins - Brittany Tate - Dominique Nichols - Kylie Corrigan - Officer Jason Brock
Willow Brook Elementary - Jason Nussbaum - Rachel Frazier - Dan Schwartz - Officer Rob Kropewnicki	Woodland Elementary - DT Hobby - Angie Israel - Leigh Marlar - Officer Bill Beeker
Jefferson Middle - Catherine Ginel - Christopher Layton - Candie Price - Cassidy Coffman - Molly Bradburn - Officer PJ Bogert	Robertsville Middle - Brian Tinker - Christy Free - Scott Hinton - Kristy Best - Tarah Sanford - Officer Quentin Drummond
Oak Ridge High School - Nick Corrigan - Chris Williams - Beth Fisher - Stephanie Thompson - Heidi Foster - Ashley Bennewitz - Alison King - Brianna Ottinger - David Foust - Jen Milligan - Paige Redman - Sergeant Matt Johnston - Officer Larry Dowdell - Officer Sam Seiber	Secret City Academy - Ricky Witt - Andy Burr - Officer Adam Brown
Oak Ridge Preschool - Lisa Downard - Erin Pearson - Nancy Chrisman - Officer Nicole Woodall	Oak Ridge School District - Callie Robinson - Amy Perry - Jenifer Laurendine
School Psychologists - Kevin Roberts - Kelley Thompson - Lindsay Wood - Shanda Diggs - Shane Goad	

TRAINING

The Student Success Coordinator will be responsible for overseeing the training of the team via National Threat Assessment Center (NTAC) Training. This training will be facilitated by the local law enforcement agency and mental health service providers (when available) on how to access individuals exhibiting threatening disruptive behavior and how to develop interventions for these individuals.

OPERATIONS

The team will conduct threat assessments based on the dangerous or threatening behavior of individuals in the school, home, or community setting who present a threat to the health or safety of that individual or to others.

The assessment will take place in the following order:

1. Evaluate the threat - this includes collecting information and conducting interviews;
2. Decide whether the threat is substantive using the ORS Internal Online Threat Assessment Form- the threat will be considered and categorized as a certain level of risk;
3. If not substantive, respond to the threat - this doesn't require a *complete* threat assessment; and
4. If deemed as substantive, assess the seriousness of the threat using the ORS Internal Online Threat Assessment Form through a complete threat assessment.

Once a threat assessment is completed, the team will determine the appropriate method of intervention, diversion, and de-escalation of threats.

The response to the threat shall be handled in an appropriate manner, which would include notifying and protecting all potentially involved individuals, cautioning the individual who may carry out the threat of the consequences, referral to mental health services, and determining the appropriate management and discipline considerations to resolve the problem.

Guidance and Best Practices

During the school year, guidance will be provided to students, faculty, and staff on how to recognize, address, and report threatening or dangerous behavior. This guidance will also include best practices for the intervention and prevention of violence and will be in the form of Character Strong/Purposefull People curriculum, professional development and parent communication via *ParentSquare*.

If someone within the school district becomes aware of this type of behavior, the following procedures shall be followed:

1. Students can anonymously report via P3 or can make a report to any school staff member or SRO.
2. Student-related reports can also be received via Gaggle Alert.

3. Staff can report to admin or SRO.

Once a report is submitted to the team, the team will develop the appropriate course of action. Courses of action include, but are not limited to, the following: referrals to community services or healthcare providers, notification to the individual's parent(s)/guardian(s), notification of law enforcement and emergency medical services, and referral to support services. Oak Ridge Schools require a referral to mental health services any time a threat assessment is completed on a student.

Post-Incident Assessment

After an assessment or report has been resolved, the Student Success Coordinator and Executive Director of School Leadership will evaluate the effectiveness and response of the school district to the incident.

The findings of this evaluation and the post-incident assessment shall be reported to the Superintendent or designee and will be taken into consideration when developing/modifying the district-wide school safety plan. If the assessment and evaluation are applicable to a specific school, the principal will be notified and will take these findings into consideration when developing/modifying the building-level school safety plan.

REPORTING

Parent/Guardian Communication

Parent(s)/guardian(s) shall be provided with information on credible threats of violence or significantly disruptive behavior directed toward or occurring on the grounds of the school their student attends. These reports shall include incidents that are reported to a state or local law enforcement agency. This information will be sent via *ParentSquare* within forty-eight (48) hours of the district's report to law enforcement.

Reporting at Board Meetings

At least once per quarter, the Superintendent or designee shall provide the Board with a report listing the total number of incidents reported to state and local law enforcement agency requiring notice to parent(s)/guardians(s) for the respective quarter as well as total for the year to date. The information for this report shall be prepared by the Student Success Coordinator and provided to the Director of Schools in advance to each meeting.