



SCHOOL BOARD OF BREVARD COUNTY, FLORIDA  
**School Board Policy Executive Summary**  
 Form D

<b>Policy Number:</b>	8405
<b>Title of Policy:</b>	School Safety and Security; Threat Assessment Teams
<b>Cabinet Member:</b>	Robin L. Novelli
<b>Purpose of Revisions:</b>	The purpose of the proposed revisions to the policy is to ensure compliance with all applicable federal and state laws, Florida State Board of Education Rules, Board policies, administrative rules, procedures, and guidelines. In addition, the proposed revisions promote transparency and accountability.
<b>Tentative Schedule:</b>	<ul style="list-style-type: none"> <li>• Cabinet – 11/15/21</li> <li>• Work Session – 12/14/21</li> <li>• Rule Development Workshop – 1/18/22</li> <li>• School Board Meeting Information – 1/18/22</li> <li>• School Board Meeting Approval – 2/8/22</li> <li>• Effective Date – upon approval</li> </ul>
<b>Summary of Proposed Policy Revisions:</b>	<ul style="list-style-type: none"> <li>• This policy is being revised based on NEOLA recommendations to be compliant to the new Florida Administrative Code (F.A.C.) 6A-1.0018 School Safety Requirements and Monitoring related to District School Safety Specialist responsibilities, Threat Team responsibilities, and School Environmental Safety Incident Reporting (SESIR).</li> <li>• These proposed revisions encompass suggested language from NEOLA.</li> </ul>
<b>Specific Authority:</b>	F.S. 1006.7; F.S. 1006.13; F.S. 1006.1493; Florida Safe Schools Assessment Tool; <i>Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates</i> (U.S. Secret Service and U.S. Department of Education); F.A.C. 6A-1.0018
<b>Next Steps:</b>	<ul style="list-style-type: none"> <li>• Revisions to internal procedures</li> <li>• Training for BPS employees regarding revisions to policy and revised procedures</li> </ul>

**Current  
Version**



Book	Policy Manual
Section	8000 Operations
Title	SCHOOL SAFETY AND SECURITY; THREAT ASSESSMENT TEAMS
Code	po8405
Status	Active
Adopted	April 12, 2005
Last Revised	September 10, 2019

## 8405 - **SCHOOL SAFETY AND SECURITY; THREAT ASSESSMENT TEAMS**

### I. **Generally**

- A. The Board is committed to maintaining a safe, secure, and drug-free environment in all District schools.
- B. School crime and violence are multifaceted problems that need to be addressed in a manner that utilizes all available resources in the community through a coordinated effort of District personnel, law enforcement agencies, first responders, and families. The Board further believes that school administrators and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-related event or are on their way to and from school.
- C. The Superintendent, in conjunction with the Office of District and School Security and the School Safety Specialist, shall develop a School Safety and Security Plan with input as needed from the local Fire Marshall or designee(s), local law enforcement agencies, representative(s) from emergency medical services, members of the Board, building administrators, representative(s) from the local emergency management agency, local mental health agencies, and teachers and staff.

### II. **District School Safety Specialist**

- A. The Superintendent is responsible for designating the District's School Safety Specialist (DSSS). The DSSS must be a school administrator employed by the District or a law enforcement officer employed by the Brevard County Sheriff's Office. The District School Safety Specialist is responsible for the supervision and oversight for all school safety and security personnel, policies, and procedures in the District in conjunction with the Office of District and School Security and the MOU between the Sheriff and the Board. Responsibilities include, but are not limited to, the following:
  1. reviewing Board policies and procedures for compliance with Florida law and applicable rules, including the District's timely and accurate submission of school environmental safety incident reports (SESIR) to the State pursuant to F.S. 1001.212;
  2. providing, or arranging for the provision of, necessary training and resources to students and staff in matters relating to youth mental health awareness and assistance; emergency procedures, including active shooter training; and school safety and security;
  3. serving as the District's liaison with local public safety agencies and national, state, and community agencies and organizations in matters of school safety and security;
  4. ensuring a school security risk assessment is conducted in accordance with Florida law at each District school using the Florida Safe Schools Assessment Tool (FSSAT) developed by the Office of Safe Schools;
  5. allow appropriate public safety agencies, as defined in F.S. 365.171, that are designated as first responders to a school's campus to conduct a tour of such campus annually and to provide recommendations related to school safety;

6. any changes related to school safety, emergency issues, and recommendations provided by the public safety agencies will be considered as part of the recommendations by the District School Safety Specialist to the Board;
7. providing, or arranging for the provision of, youth mental health awareness and assistance training to all school personnel as set forth in F.S. 1012.584;

The training program shall include, but is not limited to, the following:

- a. an overview of mental illnesses and substance abuse disorders and the need to reduce the stigma of mental illness;
  - b. information on the potential risk factors and warning signs of emotional disturbance, mental illness, or substance use disorders, including, but not limited to, depression, anxiety, psychosis, eating disorders, and self-injury, as well as common treatments for those conditions and how to assess those risks; and
  - c. information on how to engage at-risk students with skills, resources, and knowledge required to assess the situation, and how to identify and encourage the student to use appropriate professional help and other support strategies, including, but not limited to, peer, social, or self-help care.
- B. The District's School Safety Specialist shall earn, or designate one (1) or more individuals to earn, certification as a youth mental health awareness and assistance trainer as set forth in F.S. 1012.584.

### III. Recommendation of the District's School Safety Specialist

- A. Based on the findings of the school security risk assessment, the District School Safety Specialist must provide recommendations to the Superintendent and Board which identify strategies and activities that the Board should implement in order address the findings and to improve school safety and security. The Board will review the school security risk assessment findings and the recommendations of the District School Safety Specialist at a publicly noticed Board meeting to provide the public an opportunity to hear the Board members discuss and take action. The School Safety and Security Plan is, however, confidential and is not subject to review or release as a public record.
- B. The District School Safety Specialist shall report the school security risk assessment findings and the Board's action(s) to the Office of Safe Schools no later than thirty (30) calendar days after the Board meeting.

### IV. The Board

As a part of the School Safety and Security Plan, the Board shall verify that it has procedures in place for keeping schools safe and drug-free that include:

- A. safety and security best practices;
- B. appropriate and effective school discipline policies that prohibit disorderly conduct, the illegal possession of weapons, and the illegal use, possession, distribution, and sale of tobacco, alcohol, and other drugs by students;
- C. safety and security procedures at school and while students are on the way to and from school while on District transportation;
- D. prevention activities that are designed to maintain safe, disciplined, and drug-free environments;
- E. a Code of Student Conduct or policy for all students that clearly states the responsibilities of students, teachers, and administrators in maintaining a classroom environment that:
  1. allows a teacher to communicate effectively to all students in the class;
  2. allows all students in the class the opportunity to learn;
  3. has consequences that are fair, and developmentally appropriate;
  4. considers the student and the circumstances of the situation; and
  5. is enforced accordingly.

### V. Safety and Security Best Practices

The Superintendent or designee shall develop administrative procedures for the prevention of violence on school grounds, including

the assessment of and intervention with individuals whose behavior poses a threat to the safety of the school community.

## VI. Active Assailant Response Procedures

- A. The District has created and will include assailant response procedures in all School Emergency Operation Plans (SEOP) as part of each individual school's safety and security plan.
- B. The District Active Assailant Response Plan (DAARP) is included in each SEOP and includes, at a minimum, procedures addressing the following:
  - 1. security assessments;
  - 2. roles and responsibilities of District personnel;
  - 3. roles and responsibilities of Safe-School Officers (Policy 8407);
  - 4. information sharing;
  - 5. training of District personnel and exercises/drills, including training standards;
  - 6. identification of Safe Spaces and Command Posts;
  - 7. response to the threat of an active assailant;
  - 8. response to the presence of an active assailant on school grounds;
  - 9. communication with law enforcement prior to and after law enforcement arrives on school grounds;
  - 10. responsibilities prior to law enforcement arrival;
  - 11. responsibilities when law enforcement arrives on school grounds;
  - 12. communication with the public; and
  - 13. post-incident recovery.

## VII. Persistently Dangerous Schools

- A. The Board has set forth the rules with regard to expected behavior in Policy 5500 - Student Conduct and has established the consequences for violating the policy on student conduct in Policy 5600 - Student Discipline. The Board recognizes that not only Federal, but also State law requires that the District report annually incidents which meet the statutory definition of violent criminal offenses that occur in a school, on school grounds, on a school conveyance, or at a school-sponsored activity, as well as those incidents that would be a Gun-Free Schools Act violation. It is further understood that the Florida Department of Education will then use the data for the offenses identified in the Department's Unsafe School Choice Option Policy to determine whether or not a school is considered "persistently dangerous".
- B. Pursuant to the Board's stated intent to provide a safe school environment, school administrators are expected to respond appropriately to any and all violations of the Code of Student Conduct, especially those of a serious, violent nature. In any year where the number of reportable incidents of violent criminal offenses in any school exceeds the threshold number established in State law, the Superintendent, or designee, shall convene a meeting of the building administrator, representative(s) of District and School Security, a representative of Student Services, and any other individuals or agencies deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.
- C. The Superintendent, or designee, shall make a report to the Board about this plan of corrective action and shall recommend approval and adoption of it.
- D. In the unexpected event that the number of reportable incidents in three (3) consecutive school years exceeds the statutory threshold and the school is identified as persistently dangerous, the Superintendent, or designee, shall offer eligible students the opportunity to transfer to another school within the District that serves the same grades. The transfer shall be completed in a timely manner.
- E. In addition, the Superintendent shall convene a meeting of the building administrator, representative(s) of District and School Security, and any other individuals or agencies deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

## VIII. Victims of Violent Crime

The Board further recognizes that, despite the diligent efforts of school administrators and staff to provide a safe school environment, an individual student may be a victim of a violent crime in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. In accordance with Federal and State laws, the eligible student shall be offered the opportunity to transfer to another school within the District that serves the same grades. The transfer shall be completed in a timely manner.

## IX. Threat Assessment Teams

A. The primary purpose of a threat assessment is to minimize the risk of violence at schools. Threat assessment teams are responsible for the coordination of resources, assessment, and intervention with individuals whose behavior may pose a threat to the safety of school staff or students consistent with the model policies and procedures developed by the Office of Safe Schools which addresses early identification, evaluation, intervention, and student support.

### B. Location and Membership

1. Threat assessment teams are located at each school in the District and composed of individuals with expertise in counseling, instruction, school administration, and law enforcement.
2. The Board authorizes the Superintendent to create procedures for the purpose of:
  - a. identifying team participants by position and role;
  - b. designating the individuals (by position) who are responsible for gathering and investigating information; and
  - c. identifying the steps and procedures to be followed from initiation to conclusion of the threat assessment inquiry or investigation.

### C. Responsibilities and Activities of Threat Assessment Teams

The responsibilities and activities of Threat Assessment Teams include, but are not limited to, the following:

1. identification of individuals in the school community to whom threatening behavior should be reported and provide guidance to students, faculty, and staff regarding recognition of threatening or aberrant behavior that may represent a threat to the community, school, or self;
2. consulting with law enforcement when a student exhibits a pattern of behavior, based upon previous acts or the severity of an act, that would pose a threat to school safety;
3. if a preliminary determination is made by either the Threat Assessment Team or through the suicide risk inquiry, that a student poses a threat of violence or physical harm to himself/herself or others, the determination will be reported to the Superintendent or designee; and
4. if a preliminary determination is made by the Threat Assessment Team or through the suicide risk inquiry that a student poses a threat of violence to himself/herself or others or exhibits significantly disruptive behavior or need for assistance, authorized members of the Threat Assessment Team may obtain the student's criminal history record information as provided in F.S. 985.047;

Members of the Threat Assessment Team may not disclose any criminal history record information obtained pursuant to this paragraph or otherwise use any record of an individual beyond the purpose for which such disclosure was made to the Threat Assessment Team.

5. members of the Threat Assessment Team shall create procedures related to engaging crisis supports and/or resources.

### D. Sharing of Information

The District and other agencies and individuals that provide services to students experiencing, or at risk of, an emotional disturbance or a mental illness and any service or support provider contracting with such agencies may share with each other records or information that are confidential or exempt from disclosure under F.S. Chapter 119 if the records or information are reasonably necessary to ensure access to appropriate services for the student or to ensure the safety of the student or others.

### E. Immediate Mental Health or Substance Abuse Crisis

If an immediate mental health or substance abuse crisis is suspected, school personnel shall follow policies established by the Threat Assessment Team to engage crisis supports and/or resources. Crisis resources, including, but not limited to, mobile crisis teams and school resource officers trained in crisis intervention shall provide emergency intervention and assessment,

make recommendations, and refer the student for appropriate services. Onsite school personnel shall report all such situations and actions taken to the Threat Assessment Team, which shall contact the other agencies involved with the student and any known service providers to share information and coordinate any necessary follow-up actions. Upon the student’s transfer to a different school, the Threat Assessment Team shall verify that the intervention services provided to the student remain in place until the Threat Assessment Team of the receiving school has the opportunity to review and assume the recommendations of the initiating team/school.

F. Quantitative data from each Threat Assessment Team shall be accurately and timely reported to the Office of Safe Schools.

**X. Referral to Mental Health Services**

All school personnel who receive training pursuant to F.S. 1012.584 shall be notified of the mental health services that are available in the District.

**XI. Student Crime Watch Program**

A. The Board shall implement a Student Crime Watch Program to promote responsibility among students and improve school safety. Through a Board resolution, the Board will require each school principal to distribute information (including a reference to Policy 8406) at their respective schools notifying students and the community as to how they can anonymously relay information concerning unsafe and potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to appropriate public safety agencies and school officials.

B. The Board shall promote the use of “Speakout” and “FortifyFL” as tools to notify law enforcement and school officials about information anonymously.

Revised 9/10/19

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- Legal
- F.S. 1006.07
- F.S. 1006.13
- F.S. 1006.1493
- Office of Safe Schools Security Risk Assessment Tool
- Safety and Security Best Practices Update
- Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates (U.S. Secret Service and U.S. Department of Education)

# Neola Template





Book: Florida Policies for Update

Section: Special Update August 2021 - Parent/Student Rights and School Safety

Title: REVISED POLICY - SPECIAL UPDATE - PARENT/STUDENT RIGHTS - SCHOOL SAFETY AND SECURITY

Number: po8405

## REVISED POLICY - SPECIAL UPDATE - PARENT/STUDENT RIGHTS

### 8405 - SCHOOL SAFETY AND SECURITY

The School Board is committed to maintaining a safe, secure, and drug-free environment in all of the District's schools.

School crime and violence are multifaceted problems that need to be addressed in a manner that utilizes all available resources in the community through a coordinated effort of District personnel, law enforcement agencies, first responders, and families. The Board further believes that school administrators and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-related event or are on their way to and from school.

The Superintendent, in conjunction with the School Safety Specialist, shall develop a *School Safety and Security Plan* with input from representatives of the local law enforcement  **agency**  **agencies**; the local Fire Marshall(s) or his/her designee(s); representative(s) from emergency medical services;

members of the Board;

building administrators;

representative(s) from the local emergency management agency;

School Resource Officer(s);

commissioned school safety officers;

school guardians;

security guards;

local mental health ( ) **agency** ( ) **agencies**;

teachers and staff;

parents;

students;

(other, please specify)\_\_\_\_\_;

(other, please specify)\_\_\_\_\_.

Included within the District's School Safety and Security Plan shall be a District Active Assailant Response Plan (DAARP). The DAARP shall include, at a minimum, procedures addressing the following:

security assessments;

roles and responsibilities of District personnel;

roles and responsibilities of Safe-School Officers (Policy 8407 - *Safe-School Officers*);

information sharing;

training of District personnel and exercises/drills, including training standards;

identification of Safe Spaces and Command Posts;

response to the threat of an active assailant, including the following three (3) strategies: evading or evacuating, taking cover or hiding, and responding to or fighting back;

response to the presence of an active assailant on school grounds;

communication with law enforcement prior to and after law Enforcement arrives on school grounds;

responsibilities prior to law enforcement arrival;

responsibilities when law enforcement arrives on school grounds;

communication with the public; and

post-incident recovery.

The District will adopt its DAARP annually by October 1. ~~initial DAARP by October 1, 2019, and annually thereafter.~~

Further, by October 1st of each year, the Superintendent shall certify to the Office of Safe Schools and document in the Florida Safe Schools Assessment Tool that all school personnel has received annual training on the procedures contained in the District's DAARP.

### **School Safety Specialist**

The Superintendent is responsible for designating the District's School Safety Specialist. The School Safety Specialist must be a school administrator employed by the District or a law enforcement officer employed by the \_\_\_\_\_ County Sheriff's Office. **[DRAFTING NOTE: The Sheriff's Office must be located in the District]** Prior to appointing a law enforcement officer to serve as the School Safety Specialist, the Superintendent must verify that the law enforcement officer has met all statutory requirements and has been authorized and approved by the \_\_\_\_\_ County Sheriff's Office to serve as the School Safety Specialist.

By August 1 of each year, the District will submit the School Safety Specialist's name, phone number, and email address to the Office of Safe Schools at SafeSchools@fldoe.org. The District will notify the Office of Safe

Schools within one (1) school day whenever there is a change related to the contact information for the School Safety Specialist.

### Training

Within thirty (30) calendar days of appointment, the District's School Safety Specialist must complete and thereafter maintain certificates of completion of the following online Federal Emergency Management Agency Independent Study courses: Multi-Hazard Planning for Childcare; Introduction to the Incident Command System, ICS 100; Preparing for Mass Casualty Incidents: A Guide for Schools, Higher Education, and Houses of Worship; Multi-Hazard Emergency Planning for Schools; and Planning for the Needs of Children in Disasters.

Within one (1) year of appointment, and annually thereafter, the District School Safety Specialist must earn a certificate of completion of school safety specialist training provided by the Office of Safe Schools.

The District's School Safety Specialist shall earn, or designate one (1) or more individuals to earn, certification as a youth mental health awareness and assistance trainer as set forth in F.S. 1012.584.

### Responsibilities

The School Safety Specialist is responsible for the supervision and oversight for all school safety and security personnel, policies, and procedures in the District, including at charter schools. The School Safety Specialist's responsibilities include, but are not limited to, the following:

reviewing at least annually District and charter schools District policies and procedures for compliance with Florida law and applicable rules, as provided by F.S. 1006.07 (6)(a)1., including the District's timely and accurate submission of school environmental safety incident reports to the Department pursuant to F.S. 1001.212;

providing necessary training and resources to students and staff in matters relating to youth mental health awareness and assistance; emergency procedures, including active shooter training; and school safety and security;

serving as the District liaison with local public safety agencies and national, State, and community agencies and organizations in matters of school safety and security;

conduct annually **on or before October 1**, in collaboration with the appropriate public safety agencies, a school security risk assessment at each District school using the Florida Safe Schools Assessment Tool developed by the Office of Safe Schools;

The District will report to FLDOE by October 15th of each year that all public schools within the District have completed the assessment using the Florida Safe Schools Assessment Tool. For purposes of this section, public safety agencies means a functional division of a public agency which provides firefighting, law enforcement, medical, or other emergency services.

coordinating with appropriate public safety agencies, as defined in F.S. 365.171, that are designated as first responders to a school's campus to conduct a tour of such campus once every three (3) years and to provide recommendations related to school safety. **Completion of such tours and any recommendations must be documented in each school's security risk assessment within the Florida Safe Schools Assessment Tool;**

Any changes related to school safety, emergency issues, and recommendations provided by the public safety agencies will be considered as part of the recommendations by the School Safety Specialist to the Board.

providing, or arranging for the provision of, youth mental health awareness and assistance training to all school personnel as set forth in F.S. 1012.584;

The training program shall include, but is not limited to, the following:

an overview of mental illnesses and substance abuse disorders and the need to reduce the stigma of mental illness;

information on the potential risk factors and warning signs of emotional disturbance, mental illness, or substance use disorders, including, but not limited to, depression, anxiety, psychosis, eating disorders, and

self-injury, as well as common treatments for those conditions and how to assess those risks; and

information on how to engage at-risk students with skills, resources, and knowledge required to assess the situation, and how to identify and encourage the student to use appropriate professional help and other support strategies, including, but not limited to, peer, social, or self-help care.

**coordinating with charter schools to address charter school safety requirements as set forth under Florida law and F.A.C. 6A-1.0018;**

**The School Safety Specialist must coordinate with charter school personnel to allow input access to the Florida Safe Schools Assessment Tool. Where input access is restricted to District personnel, the School Safety Specialist is responsible for gathering information from charter schools so that Florida Safe Schools Assessment Tool reporting requirements, including those for FortifyFL, threat assessment teams and active assailant response plans, include data from charter schools.**

**completing surveys provided by the Office of Safe Schools regarding Safe-School officer assignment;**

**investigating and responding to notices from the Office of Safe Schools containing suspected deficiencies at a District school and at or by a charter school.**

[ ] \_\_\_\_\_.

~~The District's School Safety Specialist shall earn, or designate one (1) or more individuals to earn, certification as a youth mental health awareness and assistance trainer as set forth in F.S. 1012.584.~~

Identification of and Corrections to Instances of Noncompliance with Florida Laws and Rules Relating to Safety

The School Safety Specialist is responsible for identifying and correcting instances of noncompliance with F.A.C. 6A-1.0018 or any other Florida laws or rules relating to safety at any District school. Such actions may include, but are not limited to, the following:

resolving deficiencies relating to Safe-School officer coverage by no later than the next school day;

notifying the Office of Safe Schools within twenty-four (24) hours at SafeSchools@fldoe.org of any deficiencies relating to Safe-School officer coverage and any instance of noncompliance that is determined to be an imminent threat to the health, safety, or welfare of students or staff. The notification must contain particularized facts beyond noncompliance with rules or Florida Statutes that explain the imminent threat;

notifying the Office of Safe Schools within three (3) days at SafeSchools@fldoe.org of any instance of noncompliance not corrected within sixty (60) days;

[ ]\_\_\_\_\_.

### Response to Notice of Suspected Deficiency from the Office of Safe Schools

The School Safety Specialist is responsible for notifying the Superintendent within [CHOOSE ONE] [ ] immediately and no later than the same day of receipt [ ]\_\_\_\_\_ [END OF OPTIONS] of any notice of suspected deficiency the School Safety Specialist receives from the Office of Safe Schools.

When the notice of suspected deficiency concerns a failure to have a Safe-School officer established or assigned at each school facility, as required by F.S. 1006.12, the School Safety Specialist must respond in writing and verify to the Office of Safe Schools that the school(s) identified in the notice have a Safe-School officer on site by the next school day. In all other cases, the School Safety Specialist must respond in writing to the Office of Safe Schools within five (5) school days and verify that the District or school has corrected the suspected deficiency, or within that same time period, submit a written plan describing how the District will bring the identified school(s) into compliance. The plan must include an estimated date of completion and an explanation of alternate security measures designed to maintain a safe learning environment.

### **Recommendations of the School Safety Specialist**

Based on the findings of the school security risk assessment, the School Safety Specialist must provide recommendations to the Superintendent and Board which identify strategies and activities that the Board should implement in order to address the findings and improve school safety and security. **The School Safety Specialist's report to the Board shall also include school safety recommendations made by public safety agencies.** The Board will review the school security risk assessment findings and the recommendations of the

School Safety Specialist at a publicly noticed Board meeting to provide the public an opportunity to hear the Board members discuss and take action. The *School Safety and Security Plan* is, however, confidential and is not subject to review or release as a public record.

The School Safety Specialist shall report the school security risk assessment findings and recommendations and the Board's action(s) to the Office of Safe Schools no later than thirty (30) days after the Board meeting and prior to November 1 of each year. The School Safety Specialist shall also submit a best-practices assessment in the Florida Safe Schools Assessment Tool.

As a part of the *School Safety and Security Plan*, the Board shall verify that it has procedures in place for keeping schools safe and drug-free that include (see also, Form 8330 F15 entitled Checklist of Policies and Guidelines Addressing No Child Left Behind Act of 2001):

- safety and security best practices;

- appropriate and effective school discipline policies that prohibit disorderly conduct, the illegal possession of weapons and the illegal use, possession, distribution, and sale of tobacco, alcohol, and other drugs by students;

- security procedures at school and while students are on the way to and from school;

- prevention activities that are designed to maintain safe, disciplined and drug-free environments;

- a code of conduct or policy for all students that clearly states the responsibilities of students, teachers, and administrators in maintaining a classroom environment that:

  - allows a teacher to communicate effectively to all students in the class;

  - allows all students in the class the opportunity to learn;

  - has consequences that are fair, and developmentally appropriate;

  - considers the student and the circumstances of the situation; and



is enforced accordingly.

### **Safety and Security Best Practices**

The Superintendent shall develop administrative procedures for the prevention of violence on school grounds, including the assessment and intervention with individuals whose behavior poses a threat to the safety of the school community.

### **Persistently Dangerous Schools**

The Board has set forth the rules with regard to expected behavior in Policy 5500 - Student Conduct and has established the consequences for violating the policy on student conduct in Policy 5600 - Student Discipline. The Board recognizes that not only Federal, but also State law requires that the District report annually incidents which meet the statutory definition of violent criminal offenses that occur in a school, on school grounds, on a school conveyance, or at a school-sponsored activity, as well as those incidents that would be a Gun-Free Schools Act violation. It is further understood that the Florida Department of Education will then use the data for the offenses identified in the Department's Unsafe School Choice Option Policy to determine whether or not a school is considered persistently dangerous.

Pursuant to the Board's stated intent to provide a safe school environment, school administrators are expected to respond appropriately to any and all violations of the Student Code of Conduct, especially those of a serious, violent nature. In any year where the number of reportable incidents of violent criminal offenses in any school exceeds the threshold number established in State law, the Superintendent shall

**[ ]** discuss this at the annual meeting for the purpose of reviewing the *School Safety and Security Plan* so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year.

**[ ]** convene a meeting of the building administrator, representative(s) of the local law enforcement **[ ] agency [ ] agencies**, and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

The Superintendent shall make a report to the Board about this plan of corrective action and shall recommend approval and adoption of it.

In the unexpected event that the number of reportable incidents in three (3) consecutive school years exceeds the statutory threshold and the school is identified as persistently dangerous, the Superintendent shall offer parents and eligible students the opportunity to transfer to another school within the District that serves the same grades. If there is another school within the District serving the same grades, the transfer shall be completed in a timely manner. If there is not another school within the District that serves the same grades, then parents and eligible students will be advised that, although Federal and State law provides for an opportunity to transfer, they will be unable to do so.

In addition, the Superintendent shall

discuss this at the annual meeting for the purpose of reviewing the *School Safety and Security Plan* so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year.

convene a meeting of the building administrator, representative(s) of the local law enforcement  **agency**  **agencies**, and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

If a school in a neighboring district is identified as persistently dangerous and there is not another school or public school academy in that district, the District will admit students from that school in accordance with Board Policy 5113.

### **Victims of Violent Crime**

The Board further recognizes that, despite the diligent efforts of school administrators and staff to provide a safe school environment, an individual student may be a victim of a violent crime in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. In accordance with Federal and State laws, the parents or the eligible student shall be offered the opportunity to transfer to another school within the District that serves the same grades. If there is another school serving the same grades, the transfer shall be completed in a timely

manner. If there is not another school serving the same grades, the parents or eligible student will be advised that, although they have the right to transfer, they will be unable to do so.

## **Threat Assessment Teams**

The purpose of the threat assessment team is to establish a process focusing on behaviors that pose a threat to school safety while serving as a preventative measure to identify needs and provide support to students. This process is also known as a care assessment. ~~The primary purpose of a threat assessment is to minimize the risk of violence at schools~~ Threat assessment teams are responsible for the coordination of resources and assessment and intervention with individuals whose behavior may pose a threat to the safety of school staff or students consistent with the model policies and procedures developed by the Office of Safe Schools which addresses early identification, evaluation, early intervention, and student support.

Each school-based threat assessment team must meet as often as needed to fulfill its duties of assessing and intervening with persons whose behavior may pose a threat to school staff or students, but no less than monthly. Threat assessment teams shall maintain documentation of their meetings, including meeting dates and times, team members in attendance, cases discussed, and actions taken.

### Location and Membership

Threat assessment teams are located at each school in the District and composed of individuals with expertise in counseling, instruction, school administration, and law enforcement.

The counseling team member must be a school-based mental health services provider who is able to access student mental health records.

The law enforcement team member must be a sworn law enforcement officer, as defined by F.S. 943.10, including a School Resource Officer, school-safety officer, or other active law enforcement officer. At a minimum, a law enforcement officer serving on a threat assessment team must have access to local Records Management System information, the Criminal Justice Information System, and the Florida Crime Information Center and National Crime Information Center databases. Officers serving on school-based threat assessment teams must also have clearance to review Criminal Justice Information and Criminal History Record Information.

[DRAFTING NOTE: School guardians and school security guards may not serve as the law enforcement member of a threat assessment team].

The Board authorizes the Superintendent to create procedures for the purpose of:

identifying team participants by position and role;

designating the individuals (by position) who are responsible for gathering and investigating information; and

identifying the steps and procedures to be followed from initiation to conclusion of the threat assessment inquiry or investigation.

#### Responsibilities and Activities of Threat Assessment Teams

The responsibilities and activities of threat assessment teams include but are not limited to, the following:

identification of individuals in the school community to whom threatening behavior should be reported and provide guidance to students, faculty, and staff regarding recognition of threatening or aberrant behavior that may represent a threat to the community, school, or self;

utilizing the Department's behavior threat assessment instrument developed pursuant to F.S. 1001.212;

consult with law enforcement when a student exhibits a pattern of behavior, based upon previous acts or the severity of an act, that would pose a threat to school safety;

consult with law enforcement when a student commits more than one (1) misdemeanor to determine if the act should be reported to law enforcement;

if a preliminary determination is made by the threat assessment team that a student poses a threat of violence or physical harm to himself/herself or others, the threat assessment team will report its determination to the Superintendent;

The Superintendent shall immediately attempt to notify the student's parent or legal guardian. However, nothing in this paragraph shall preclude District personnel from acting immediately to address an imminent threat.

if a preliminary determination is made by the threat assessment team that a student poses a threat of violence to himself/herself or others or exhibits significantly disruptive behavior or need for assistance, authorized members of the threat assessment team may obtain criminal history record information pursuant to F.S. 985.04(1);

Members of the threat assessment team may not disclose any criminal history record information obtained pursuant to this paragraph or otherwise use any record of an individual beyond the purpose for which such disclosure was made to the threat assessment team.

create procedures related to engaging behavioral health crisis resources.

#### Sharing of Information

The District and other agencies and individuals that provide services to students experiencing, or at risk of, an emotional disturbance or a mental illness and any service or support provider contracting with such agencies may share with each other records or information that are confidential or exempt from disclosure under F.S. Chapter 119 if the records or information are reasonably necessary to ensure access to appropriate services for the student or to ensure the safety of the student or others.

#### Immediate Mental Health or Substance Abuse Crisis

If an immediate mental health or substance abuse crisis is suspected, school personnel shall follow policies established by the threat assessment team to engage behavioral health crisis resources. Behavioral health crisis resources, including, but not limited to, mobile crisis teams and school resource officers trained in crisis intervention shall provide emergency intervention and assessment, make recommendations, and refer the student for appropriate services. Onsite school personnel shall report all such situations and actions taken to the threat assessment team, which shall contact the other agencies involved with the student and any known

service providers to share information and coordinate any necessary follow-up actions. Upon the student's transfer to a different school, the threat assessment team shall verify that any intervention services provided to the student remain in place until the threat assessment team of the receiving school independently determines the need for intervention services.

### Behavior Threat Assessment Instrument Training

All threat assessment team members must be trained on the Department's behavior threat assessment instrument in accordance with Florida law.

[DRAFTING NOTE: For the 2021-22 school year, each member of a threat assessment team must complete Office of Safe Schools-approved training on the Comprehensive School Threat Assessment Guidelines (CSTAG) model no later than December 31, 2021. Beginning with the 2022-23 school year, threat assessment teams at each school must be fully staffed and all team members must complete CSTAG training before the start of the school year. Those appointed to threat assessment teams after the start of the school year must complete CSTAG training within ninety (90) days of appointment.

### Office of Safe Schools Reporting

Each threat assessment team shall report quantitative data on its activities to the Office of Safe Schools, including all activities during the previous school year, and shall utilize the threat assessment database developed pursuant to F.S. 1001.212. The School Safety Specialist will report this information to the Office of Safe Schools. Additionally, the School Safety Specialist must report the following information utilizing the Florida Safe Schools Assessment Tool by October 1 of each year:

For the 2021-2022 school year, the total number of threat assessments conducted, the number of transient threats, and the number of substantive threats; and,

Beginning in the 2022-2023 school year, the number of threat assessments conducted, the number of transient threats, and the number of substantive threats as well as the gender, race, and grade level of all students assessed by the threat assessment team.

### **Referral to Mental Health Services**

All school personnel who receive training pursuant to F.S. 1012.584 shall be notified of the mental health

services that are available in the District.

### **School Environmental Safety Incident Reporting**

The superintendent is responsible for ensuring the accurate and timely reporting of incidents related to school safety and discipline in accordance with Florida law and rules promulgated by FL DOE. **Parents of District students have a right to access school safety and discipline incidents as reported pursuant to F.S. 1006.07 (9) and will be timely notified of threats, unlawful acts, and significant emergencies pursuant to F.S. 1006.07 (4) and (7).**

**[DRAFTING NOTE: If the superintendent fails to provide accurate and timely reporting of incidents as stated in this section, s/he shall be subject to the penalties specified in law, which includes, but is not limited to, the forfeiture of future salary.]**

### **Student Crime Watch Program**

The Board shall implement a Student Crime Watch Program to promote responsibility among students and improve school safety. Through a Board resolution, the Board will require each school **Principalprincipal** to distribute information (including a reference to Policy 8406) at their respective schools notifying students and the community as to how they can anonymously relay information concerning unsafe and potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to appropriate public safety agencies and school officials.

### **Promotion of School Safety Awareness**

In furtherance of Policy 8406 (*Reports of Suspicious Activity and Potential Threats to Schools*), the Board shall promote the use of the Florida Department of Education's mobile suspicious reporting tool (FortifyFL) on the District's website, in newsletters, on school campuses, and in school publications. FortifyFL shall also be installed on all mobile devices issued to students and bookmarked on all computer devices issued to students.

**Records Related to Compliance with F.A.C. 6A-1.0018**

The District and all school staff will retain records demonstrating that the requirements of F.A.C. 6A-1.008 are met and provide such records to the Office of Safe Schools upon request.

F.S. 1006.07

F.S. 1006.13

F.S. 1006.1493

Florida Safe Schools Assessment Tool

Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates (U.S. Secret Service and U.S. Department of Education)

F.A.C. 6A-1.0018

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Legal References

F.S. 1006.07

F.S. 1006.13

F.S. 1006.1493

Florida Safe Schools Assessment Tool

Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates (U.S. Secret Service and U.S. Department of Education)

F.A.C. 6A-1.0018



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## 8405 - SCHOOL SAFETY AND SECURITY; THREAT ASSESSMENT TEAMS

### A. Generally.

1. The School Board is committed to maintaining a safe, secure, and drug-free environment in all District schools.
2. School crime and violence are multifaceted problems that need to be addressed in a manner that utilizes all available resources in the community through a coordinated effort of District personnel, law enforcement agencies, first responders, and families. The School Board further believes that school administrators and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-related event or are on their way to and from school.
3. The Superintendent, in conjunction with the Office of District and School Security and the School Safety Specialist, shall develop a *School Safety and Security Plan* with input as needed from the local Fire Marshall or designee(s), local law enforcement agencies, representative(s) from emergency medical services, members of the Board, building administrators, representative(s) from the local emergency management agency, local mental health agencies, and teachers and staff.

### B. District School Safety Specialist.

1. The Superintendent is responsible for designating the District's School Safety Specialist (DSSS). The DSSS must be a school administrator employed by the District or a law enforcement officer employed by the Brevard County Sheriff's Office. The District School Safety Specialist is responsible for the supervision and oversight for all school safety and security personnel, policies, and procedures in the District in conjunction with the Office of District and School Security and the MOU between the Sheriff and the Board.
2. By August 1 of each year, the District will submit the School Safety Specialist's name, phone number, and email address to the Office of Safe Schools. The District will notify the Office of Safe Schools within one (1) school day whenever there is a change related to the contact information for the School Safety Specialist.
3. Within thirty (30) calendar days of appointment, the District's School Safety Specialist must complete and thereafter maintain certificates of completion of the following online Federal Emergency Management Agency Independent Study courses: Multi-Hazard Planning for Childcare; Introduction to the Incident Command System, ICS 100; Preparing for Mass Casualty Incidents; A Guide for Schools, Higher Education, and Houses of Worship; Multi-Hazard Emergency Planning for Schools; and Planning for the Needs of Children in Disasters.
4. With one (1) year of appointment, and annually thereafter, the District School Safety Specialist must earn a certificate of completion of school safety specialist training provided by the Office of Safe Schools.
5. The District's School Safety Specialist shall earn, or designate one (1) or more individuals to earn, certification as a youth mental health awareness and assistance trainer as set forth in F.S. 1012.584.
- 1.6. The School Safety Specialist is responsible for the supervision and oversight for all school safety and security personnel, policies, and procedures in the District, including at charter schools. The School Safety Specialist's ~~R~~responsibilities include, but are not limited to, the following:

- a. Reviewing Board policies and procedures annually for compliance with Florida law and applicable rules, including the District's timely and accurate submission of school environmental safety incident reports (SESIR) to the State pursuant to F.S. 1001.212;
- b. Providing, or arranging for the provision of, necessary training and resources to students and staff in matters relating to youth mental health awareness and assistance; emergency procedures, including active shooter training; and school safety and security;
- c. Serving as the District's liaison with local public safety agencies and national, state, and community agencies and organizations in matters of school safety and security;
- d. Ensuring a school security risk assessment is conducted in accordance with Florida law at each District school using the Florida Safe Schools Assessment Tool (FSSAT) developed by the Office of Safe Schools;
- e. ~~Allow appropriate public safety agencies, as defined in F.S. 365.171, that are designated as first responders to a school's campus to conduct a tour of such campus annually and to provide recommendations related to school safety;~~ Coordinating with appropriate public safety agencies, as defined in F.S. 365.171 that are designated as first responders to a school's campus to conduct a tour of such campus once every three (3) years to provide recommendations related to school safety. Completion of such tours and any recommendations must be documented in each school's security risk assessment with the Florida Safe Schools Assessment Tool;
- f. Any changes related to school safety, emergency issues, and recommendations provided by the public safety agencies will be considered as part of the recommendations by the District School Safety Specialist to the Board;
- f. g. Providing, or arranging for the provision of, youth mental health awareness and assistance training to all school personnel as set forth in F.S. 1012.584. The training program shall include, but is not limited to, the following:
  - i. an overview of mental illnesses and substance abuse disorders and the need to reduce the stigma of mental illness;
  - ii. information on the potential risk factors and warning signs of emotional disturbance, mental illness, or substance use disorders, including, but not limited to, depression, anxiety, psychosis, eating disorders, and self-injury, as well as common treatments for those conditions and how to assess those risks; and
  - iii. Information on how to engage at-risk students with skills, resources, and knowledge required to assess the situation, and how to identify and encourage the student to use appropriate professional help and other support strategies, including, but not limited to, peer, social, or self-help care.
- h. Coordinating with charter schools to address charter school safety requirements as set forth under Florida law and F.A.C. 6A-1.0018. The School Safety Specialist must coordinate with charter school personnel to allow input access to the Florida Safe Schools Assessment Tool. Where input access is restricted to District personnel, the School Safety Specialist is responsible for gathering information from charter schools so that Florida Safe Schools Assessment Tool reporting requirements, including those for FortifyFL, threat assessment teams and active assailant response plans, include data from charter schools;

- i. Completing surveys provided by the Office of Safe Schools regarding Safe School Officer assignment;
- j. Investigating and responding to notices from the Office of Safe Schools containing suspected deficiencies at a District school and at or by a charter school;
- k. Identifying and correcting instances of noncompliance with F.A.C. 6A-1.0018 or any other Florida laws or rules relating to safety at any District school. Such actions may include, but are not limited to, the following:
  - i. Resolving deficiencies relating to Safe-School officer coverage by no later than the next school day;
  - ii. Notifying the Office of Safe Schools within twenty-four (24) hours of any deficiencies relating to Safe-School officer coverage and any instance of noncompliance that is determined to be an imminent threat to the health, safety, or welfare of students or staff. The notification must contain particularized facts beyond noncompliance with rules or Florida Statutes that explain the imminent threat;
  - iii. Notifying the Office of Safe Schools within three (3) days of any instance of noncompliance not corrected within sixty (60) days.
- l. Notifying the Superintendent no later than the same day of receipt of any notice of suspected deficiency the School Safety Specialist receives from the Office of Safe Schools
  - i. When the notice of suspected deficiency concerns a failure to have a Safe-School officer established or assigned at each school facility, as required by F.S. 1006.12, the School Safety Specialist must respond in writing and verify to the Office of Safe Schools that the school(s) identified in the notice have a Safe-School officer on site by the next school day.
  - ii. In all other cases, the School Safety Specialist must respond in writing to the Office of Safe Schools within five (5) school days and verify that the District or school has corrected the suspected deficiency, or within that same time period, submit a written plan describing how the District will bring the identified school(s) into compliance. The plan must include an estimated date of completion and an explanation of alternate security measures designed to maintain a safe learning environment.

~~g-~~

- ~~i. an overview of mental illnesses and substance abuse disorders and the need to reduce the stigma of mental illness;~~
- ~~=~~
- ~~ii.i. information on the potential risk factors and warning signs of emotional disturbance, mental illness, or substance use disorders, including, but not limited to, depression, anxiety, psychosis, eating disorders, and self injury, as well as common treatments for these conditions and how to assess these risks; and~~
- ~~=~~
- ~~Information on how to engage at risk students with skills, resources, and knowledge required to assess the situation, and how to identify and encourage the student to use appropriate professional help and other support strategies, including, but not limited to, peer, social, or self help care.~~
- iii.

~~2. The District's School Safety Specialist shall earn, or designate one (1) or more individuals to earn, certification as a youth mental health awareness and assistance trainer as set forth in F.S. 1012.584.-~~

3-7. Recommendations of the District's School Safety Specialist

- a. Based on the findings of the school security risk assessment, the District School Safety Specialist must provide recommendations to the Superintendent and Board which identify strategies and activities that the Board should implement in order address the findings and to improve school safety and security. The Board will review the school security risk assessment findings and the recommendations of the District School Safety Specialist at a publicly noticed Board meeting to provide the public an opportunity to hear the Board members discuss and take action. The *School Safety and Security Plan* is, however, confidential and is not subject to review or release as a public record.
- b. The District School Safety Specialist shall report the school security risk assessment findings and the Board's action(s) to the Office of Safe Schools no later than thirty (30) calendar days after the Board meeting.

### **C. The Board.**

As a part of the *School Safety and Security Plan*, the Board shall verify that it has procedures in place for keeping schools safe and drug-free that include:

1. Safety and security best practices;
2. Appropriate and effective school discipline policies that prohibit disorderly conduct, the illegal possession of weapons, and the illegal use, possession, distribution, and sale of tobacco, alcohol, and other drugs by students;
3. Safety and security procedures at school and while students are on the way to and from school while on District transportation;
4. Prevention activities that are designed to maintain safe, disciplined, and drug-free environments;
5. A Code of Student Conduct or policy for all students that clearly states the responsibilities of students, teachers, and administrators in maintaining a classroom environment that:
  - a. allows a teacher to communicate effectively to all students in the class;
  - b. allows all students in the class the opportunity to learn;
  - c. has consequences that are fair, and developmentally appropriate;
  - d. considers the student and the circumstances of the situation; and
  - e. is enforced accordingly.

### **D. Safety and Security Best Practices.**

The Superintendent or designee shall develop administrative procedures for the prevention of violence on school grounds, including the assessment of and intervention with individuals whose behavior poses a threat to the safety of the school community.

### **E. Active Assailant Response Procedures.**

1. The District has created and will include assailant response procedures in all School Emergency Operation Plans (SEOP) as part of each individual school's safety and security plan.
2. The District Active Assailant Response Plan (DAARP) is updated annually by the Office of District and School Security and is included in each SEOP prior to October 1<sup>st</sup> of each year. It ~~and~~ includes, at a minimum, procedures addressing the following:

~~2.~~

- a. Security assessments;
- b. Roles and responsibilities of District personnel;
- c. Roles and responsibilities of Safe-School Officers (Policy [8407](#));
- d. Information sharing;
- e. Training of District personnel and exercises/drills, including training standards;
- f. Identification of Safe Spaces and Command Posts;
- g. Response to the threat of an active assailant;
- h. Response to the presence of an active assailant on school grounds;
- i. Communication with law enforcement prior to and after law enforcement arrives on school grounds;
- j. Responsibilities prior to law enforcement arrival;
- k. Responsibilities when law enforcement arrives on school grounds;
- l. Communication with the public; and

m. Post-incident recovery.

3. Further, by October 1<sup>st</sup> of each year, the Superintendent shall certify to the Office of Safe Schools and document in the Florida Safe Schools Assessment Tool that all school personnel have received annual training on the procedures contained in the District's DAARP.

~~m.~~

#### **F. Persistently Dangerous Schools.**

1. The Board has set forth the rules with regard to expected behavior in Policy 5500 - Student Conduct and has established the consequences for violating the policy on student conduct in Policy 5600 - Student Discipline. The Board recognizes that not only Federal, but also State law requires that the District report annually incidents which meet the statutory definition of violent criminal offenses that occur in a school, on school grounds, on a school conveyance, or at a school-sponsored activity, as well as those incidents that would be a Gun-Free Schools Act violation. It is further understood that the Florida Department of Education will then use the data for the offenses identified in the Department's Unsafe School Choice Option Policy to determine whether or not a school is considered "persistently dangerous".
2. Pursuant to the Board's stated intent to provide a safe school environment, school administrators are expected to respond appropriately to any and all violations of the Code of Student Conduct, especially those of a serious, violent nature. In any year where the number of reportable incidents of violent criminal offenses in any school exceed the threshold number established in State law, the Superintendent, or designee, shall convene a meeting of the building administrator, representative(s) of District and School Security, a representative of Student Services, and any other individuals or agencies deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

3. The Superintendent, or designee, shall make a report to the Board about this plan of corrective action and shall recommend approval and adoption of it.
4. In the unexpected event that the number of reportable incidents in three (3) consecutive school years exceeds the statutory threshold and the school is identified as persistently dangerous, the Superintendent, or designee, shall offer eligible students the opportunity to transfer to another school within the District that serves the same grades. The transfer shall be completed in a timely manner.
5. In addition, the Superintendent shall convene a meeting of the building administrator, representative(s) of District and School Security, and any other individuals or agencies deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

#### **G. Victims of Violent Crime.**

The Board further recognizes that, despite the diligent efforts of school administrators and staff to provide a safe school environment, an individual student may be a victim of a violent crime in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. In accordance with Federal and State laws, the eligible student shall be offered the opportunity to transfer to another school within the District that serves the same grades. The transfer shall be completed in a timely manner.

#### **H. Threat Assessment Teams.**

1. The purpose of the threat assessment team is to establish a process focusing on behaviors that pose a threat to school safety while serving as a preventative measure to identify needs and provide support to students. This process is also known as a care assessment. ~~The primary purpose of a threat assessment is to minimize the risk of violence at schools.~~ Threat assessment teams are responsible for the coordination of resources, assessment, and intervention with individuals whose behavior may pose a threat to the safety of school staff or students consistent with the model policies and procedures developed by the Office of Safe Schools which addresses early identification, evaluation, intervention, and student support.

1.2. Each school-based threat assessment team must meet as often as needed to fulfill its duties of assessing and intervening with persons whose behavior may pose a threat to school staff or students, but no less than monthly. Threat assessment teams shall maintain documentation of their meetings, including meeting dates and times, team members in attendance, cases discussed, and actions taken.

2.3. Location and Membership.

a. Threat assessment teams are located at each school in the District and composed of individuals with expertise in counseling, instruction, school administration, and law enforcement.

i. The counseling team member must be a school-based mental health services provider who is able to access student mental health records.

ii. The law enforcement team member must be a sworn law enforcement officer, as defined by F.S. 943.10, including a School Resource Officer, school-safety officer, or other active law enforcement officer. At a minimum, a law enforcement officer serving on a threat assessment team must have access to local Records Management System information, the Criminal Justice Information System, and the Florida Crime Information Center and National Crime Information Center databases. Officers serving on school-based threat assessment teams must also have

clearance to review Criminal Justice Information and Criminal History Record Information.

~~a.~~ -

- b. The Board authorizes the Superintendent to create procedures for the purpose of:
- i. identifying team participants by position and role;
  - ii. designating the individuals (by position) who are responsible for gathering and investigating information; and
  - iii. identifying the steps and procedures to be followed from initiation to conclusion of the threat assessment inquiry or investigation

3.4. Responsibilities and Activities of Threat Assessment Teams

- a. The responsibilities and activities of Threat Assessment Teams include, but are not limited to, the following:
- i. identification of individuals in the school community to whom threatening behavior should be reported and provide guidance to students, faculty, and staff regarding recognition of threatening or aberrant behavior that may represent a threat to the community, school, or self;
  - ~~ii.~~ utilizing the Department of Safe Schools behavior threat assessment instrument developed pursuant to F.S. 1001.212;
  - iii. consulting with law enforcement when a student exhibits a pattern of behavior, based upon previous acts or the severity of an act, that would pose a threat to school safety;
  - ~~iv.~~ consulting with law enforcement when a student commits more than one (1) misdemeanor to determine if the act should be reported to law enforcement;
  - ~~v.~~ if a preliminary determination is made by either the Threat Assessment Team or through the suicide risk inquiry, that a student poses a threat of violence or physical harm to himself/herself or others, the determination will be reported to the Superintendent or designee; and. An attempt will be made to notify the student's parent or legal guardian. However, nothing in this paragraph shall preclude District personnel from acting immediately to address an imminent threat;
  - ~~vi.~~ if a preliminary determination is made by the Threat Assessment Team or through the suicide risk inquiry that a student poses a threat of violence to himself/herself or others or exhibits significantly disruptive behavior or need for assistance, authorized members of the Threat Assessment Team may obtain the student's criminal history record information as provided in F.S. 985.047.
- b. Members of the Threat Assessment Team may not disclose any criminal history record information obtained pursuant to this paragraph or otherwise use any record of an individual beyond the purpose for which such disclosure was made to the Threat Assessment Team.
- c. Members of the Threat Assessment Team shall create procedures related to engaging crisis supports and/or resources.

4.5. Sharing of Information

The District and other agencies and individuals that provide services to students experiencing, or at risk of, an emotional disturbance or a mental illness and any service or support provider



contracting with such agencies may share with each other records or information that are confidential or exempt from disclosure under F.S. Chapter 119 if the records or information are reasonably necessary to ensure access to appropriate services for the student or to ensure the safety of the student or others.

**5-6. Immediate Mental Health or Substance Abuse Crisis**

If an immediate mental health or substance abuse crisis is suspected, school personnel shall follow policies established by the Threat Assessment Team to engage crisis supports and/or resources. Crisis resources, including, but not limited to, mobile crisis teams and school resource officers trained in crisis intervention shall provide emergency intervention and assessment, make recommendations, and refer the student for appropriate services. Onsite school personnel shall report all such situations and actions taken to the Threat Assessment Team, which shall contact the other agencies involved with the student and any known service providers to share information and coordinate any necessary follow-up actions. Upon the student's transfer to a different school, the Threat Assessment Team shall verify that the intervention services provided to the student remain in place until the Threat Assessment Team of the receiving school has the opportunity to review and assume the recommendations of the initiating team/school.

**7. All Threat Assessment Team members must be trained on the Department's behavior threat assessment instrument in accordance with Florida law.**

**6-8. Quantitative data from each Threat Assessment Team shall be accurately and timely reported to the Office of Safe Schools.**

**I. Referral to Mental Health Services.**

All school personnel who receive training pursuant to F.S. 1012.584 shall be notified of the mental health services that are available in the District.

**J. School Environmental Safety Incident Reporting**

The Superintendent is responsible to ensuring the accurate and timely reporting of incidents related to school safety and discipline in accordance with Florida law and rules promulgated by FL DOE. Parents of District students will be timely notified of threats, unlawful acts, and significant emergencies pursuant to F.S. 1006.07 (4) and (7).

**J-K. Student Crime Watch Program**

1. The Board shall implement a Student Crime Watch Program to promote responsibility among students and improve school safety. Through a Board resolution, the Board will require each school principal to distribute information (including a reference to Policy 8406) at their respective schools notifying students and the community as to how they can anonymously relay information concerning unsafe and potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to appropriate public safety agencies and school officials.

2. The Board shall promote the use of "Speakout" and "FortifyFL" as tools to notify law enforcement and school officials about information anonymously.

**L. Records Related to Compliance with F.A.C. 6A-1.0018**

2.

The District and all school staff will retain records demonstrating that the requirements of F.A.C. 6A-1.008 are met and provide such records to the Office of Safe Schools upon request.-

Revised 9/10/19

Revised

F.S. 1006.07

F.S. 1006.13

F.S. 1006.1493

Office of Safe Schools Security Risk Assessment Tool

*Safety and Security Best Practices Update*

*Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates* (U.S. Secret Service and U.S. Department of Education)

F.A.C. 6A-1.0018

Cross References

po5500 – STUDENT CONDUCT

po5600 - STUDENT DISCIPLINE

po8330 - STUDENT RECORDS

po8406 – REPORTS OF SUSPICIOUS ACTIVITY AND POTENTIAL THREATS TO SCHOOLS, FACILITIES, STUDENTS, AND EMPLOYEES

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Version**

## **8405 - SCHOOL SAFETY AND SECURITY; THREAT ASSESSMENT TEAMS**

### **A. Generally.**

1. The School Board is committed to maintaining a safe, secure, and drug-free environment in all District schools.
2. School crime and violence are multifaceted problems that need to be addressed in a manner that utilizes all available resources in the community through a coordinated effort of District personnel, law enforcement agencies, first responders, and families. The School Board further believes that school administrators and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-related event or are on their way to and from school.
3. The Superintendent, in conjunction with the Office of District and School Security and the School Safety Specialist, shall develop a *School Safety and Security Plan* with input as needed from the local Fire Marshall or designee(s), local law enforcement agencies, representative(s) from emergency medical services, members of the Board, building administrators, representative(s) from the local emergency management agency, local mental health agencies, and teachers and staff.

### **B. District School Safety Specialist.**

1. The Superintendent is responsible for designating the District's School Safety Specialist (DSSS). The DSSS must be a school administrator employed by the District or a law enforcement officer employed by the Brevard County Sheriff's Office. The District School Safety Specialist is responsible for the supervision and oversight for all school safety and security personnel, policies, and procedures in the District in conjunction with the Office of District and School Security and the MOU between the Sheriff and the Board.
2. By August 1 of each year, the District will submit the School Safety Specialist's name, phone number, and email address to the Office of Safe Schools. The District will notify the Office of Safe Schools within one (1) school day whenever there is a change related to the contact information for the School Safety Specialist.
3. Within thirty (30) calendar days of appointment, the District's School Safety Specialist must complete and thereafter maintain certificates of completion of the following online Federal Emergency Management Agency Independent Study courses: Multi-Hazard Planning for Childcare; Introduction to the Incident Command System, ICS 100; Preparing for Mass Casualty Incidents; A Guide for Schools, Higher Education, and Houses of Worship; Multi-Hazard Emergency Planning for Schools; and Planning for the Needs of Children in Disasters.
4. With one (1) year of appointment, and annually thereafter, the District School Safety Specialist must earn a certificate of completion of school safety specialist training provided by the Office of Safe Schools.
5. The District's School Safety Specialist shall earn, or designate one (1) or more individuals to earn, certification as a youth mental health awareness and assistance trainer as set forth in F.S. 1012.584.
6. The School Safety Specialist is responsible for the supervision and oversight for all school safety and security personnel, policies, and procedures in the District, including at charter schools. The School Safety Specialist's responsibilities include, but are not limited to, the following:

- a. Reviewing Board policies and procedures annually for compliance with Florida law and applicable rules, including the District's timely and accurate submission of school environmental safety incident reports (SESIR) to the State pursuant to F.S. 1001.212;
- b. Providing, or arranging for the provision of, necessary training and resources to students and staff in matters relating to youth mental health awareness and assistance; emergency procedures, including active shooter training; and school safety and security;
- c. Serving as the District's liaison with local public safety agencies and national, state, and community agencies and organizations in matters of school safety and security;
- d. Ensuring a school security risk assessment is conducted in accordance with Florida law at each District school using the Florida Safe Schools Assessment Tool (FSSAT) developed by the Office of Safe Schools;
- e. Coordinating with appropriate public safety agencies, as defined in F.S. 365.171 that are designated as first responders to a school's campus to conduct a tour of such campus once every three (3) years to provide recommendations related to school safety. Completion of such tours and any recommendations must be documented in each school's security risk assessment with the Florida Safe Schools Assessment Tool;
- f. Any changes related to school safety, emergency issues, and recommendations provided by the public safety agencies will be considered as part of the recommendations by the District School Safety Specialist to the Board;
- g. Providing, or arranging for the provision of, youth mental health awareness and assistance training to all school personnel as set forth in F.S. 1012.584. The training program shall include, but is not limited to, the following:
  - i. an overview of mental illnesses and substance abuse disorders and the need to reduce the stigma of mental illness;
  - ii. information on the potential risk factors and warning signs of emotional disturbance, mental illness, or substance use disorders, including, but not limited to, depression, anxiety, psychosis, eating disorders, and self-injury, as well as common treatments for those conditions and how to assess those risks; and
  - iii. Information on how to engage at-risk students with skills, resources, and knowledge required to assess the situation, and how to identify and encourage the student to use appropriate professional help and other support strategies, including, but not limited to, peer, social, or self-help care.
- h. Coordinating with charter schools to address charter school safety requirements as set forth under Florida law and F.A.C. 6A-1.0018. The School Safety Specialist must coordinate with charter school personnel to allow input access to the Florida Safe Schools Assessment Tool. Where input access is restricted to District personnel, the School Safety Specialist is responsible for gathering information from charter schools so that Florida Safe Schools Assessment Tool reporting requirements, including those for FortifyFL, threat assessment teams and active assailant response plans, include data from charter schools;
- i. Completing surveys provided by the Office of Safe Schools regarding Safe School Officer assignment;

- j. Investigating and responding to notices from the Office of Safe Schools containing suspected deficiencies at a District school and at or by a charter school;
- k. Identifying and correcting instances of noncompliance with F.A.C. 6A-1.0018 or any other Florida laws or rules relating to safety at any District school. Such actions may include, but are not limited to, the following:
  - i. Resolving deficiencies relating to Safe-School officer coverage by no later than the next school day;
  - ii. Notifying the Office of Safe Schools within twenty-four (24) hours of any deficiencies relating to Safe-School officer coverage and any instance of noncompliance that is determined to be an imminent threat to the health, safety, or welfare of students or staff. The notification must contain particularized facts beyond noncompliance with rules or Florida Statutes that explain the imminent threat;
  - iii. Notifying the Office of Safe Schools within three (3) days of any instance of noncompliance not corrected within sixty (60) days.
- l. Notifying the Superintendent no later than the same day of receipt of any notice of suspected deficiency the School Safety Specialist receives from the Office of Safe Schools
  - i. When the notice of suspected deficiency concerns a failure to have a Safe-School officer established or assigned at each school facility, as required by F.S. 1006.12, the School Safety Specialist must respond in writing and verify to the Office of Safe Schools that the school(s) identified in the notice have a Safe-School officer on site by the next school day.
  - ii. In all other cases, the School Safety Specialist must respond in writing to the Office of Safe Schools within five (5) school days and verify that the District or school has corrected the suspected deficiency, or within that same time period, submit a written plan describing how the District will bring the identified school(s) into compliance. The plan must include an estimated date of completion and an explanation of alternate security measures designed to maintain a safe learning environment.

7. Recommendations of the District's School Safety Specialist

- a. Based on the findings of the school security risk assessment, the District School Safety Specialist must provide recommendations to the Superintendent and Board which identify strategies and activities that the Board should implement in order address the findings and to improve school safety and security. The Board will review the school security risk assessment findings and the recommendations of the District School Safety Specialist at a publicly noticed Board meeting to provide the public an opportunity to hear the Board members discuss and take action. The *School Safety and Security Plan* is, however, confidential and is not subject to review or release as a public record.
- b. The District School Safety Specialist shall report the school security risk assessment findings and the Board's action(s) to the Office of Safe Schools no later than thirty (30) calendar days after the Board meeting.

**C. The Board.**

As a part of the *School Safety and Security Plan*, the Board shall verify that it has procedures in place for keeping schools safe and drug-free that include:

1. Safety and security best practices;
2. Appropriate and effective school discipline policies that prohibit disorderly conduct, the illegal possession of weapons, and the illegal use, possession, distribution, and sale of tobacco, alcohol, and other drugs by students;
3. Safety and security procedures at school and while students are on the way to and from school while on District transportation;
4. Prevention activities that are designed to maintain safe, disciplined, and drug-free environments;
5. A Code of Student Conduct or policy for all students that clearly states the responsibilities of students, teachers, and administrators in maintaining a classroom environment that:
  - a. allows a teacher to communicate effectively to all students in the class;
  - b. allows all students in the class the opportunity to learn;
  - c. has consequences that are fair, and developmentally appropriate;
  - d. considers the student and the circumstances of the situation; and
  - e. is enforced accordingly.

**D. Safety and Security Best Practices.**

The Superintendent or designee shall develop administrative procedures for the prevention of violence on school grounds, including the assessment of and intervention with individuals whose behavior poses a threat to the safety of the school community.

**E. Active Assailant Response Procedures.**

1. The District has created and will include assailant response procedures in all School Emergency Operation Plans (SEOP) as part of each individual school's safety and security plan.
2. The District Active Assailant Response Plan (DAARP) is updated annually by the Office of District and School Security and is included in each SEOP prior to October 1<sup>st</sup> of each year. It includes, at a minimum, procedures addressing the following:
  - a. Security assessments;
  - b. Roles and responsibilities of District personnel;
  - c. Roles and responsibilities of Safe-School Officers (Policy [8407](#));
  - d. Information sharing;
  - e. Training of District personnel and exercises/drills, including training standards;
  - f. Identification of Safe Spaces and Command Posts;
  - g. Response to the threat of an active assailant;

- h. Response to the presence of an active assailant on school grounds;
- i. Communication with law enforcement prior to and after law enforcement arrives on school grounds;
- j. Responsibilities prior to law enforcement arrival;
- k. Responsibilities when law enforcement arrives on school grounds;
- l. Communication with the public; and
- m. Post-incident recovery.

3. Further, by October 1<sup>st</sup> of each year, the Superintendent shall certify to the Office of Safe Schools and document in the Florida Safe Schools Assessment Tool that all school personnel have received annual training on the procedures contained in the District's DAARP.

#### **F. Persistently Dangerous Schools.**

1. The Board has set forth the rules with regard to expected behavior in Policy 5500 - Student Conduct and has established the consequences for violating the policy on student conduct in Policy 5600 - Student Discipline. The Board recognizes that not only Federal, but also State law requires that the District report annually incidents which meet the statutory definition of violent criminal offenses that occur in a school, on school grounds, on a school conveyance, or at a school-sponsored activity, as well as those incidents that would be a Gun-Free Schools Act violation. It is further understood that the Florida Department of Education will then use the data for the offenses identified in the Department's Unsafe School Choice Option Policy to determine whether or not a school is considered "persistently dangerous".
2. Pursuant to the Board's stated intent to provide a safe school environment, school administrators are expected to respond appropriately to any and all violations of the Code of Student Conduct, especially those of a serious, violent nature. In any year where the number of reportable incidents of violent criminal offenses in any school exceed the threshold number established in State law, the Superintendent, or designee, shall convene a meeting of the building administrator, representative(s) of District and School Security, a representative of Student Services, and any other individuals or agencies deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.
3. The Superintendent, or designee, shall make a report to the Board about this plan of corrective action and shall recommend approval and adoption of it.
4. In the unexpected event that the number of reportable incidents in three (3) consecutive school years exceeds the statutory threshold and the school is identified as persistently dangerous, the Superintendent, or designee, shall offer eligible students the opportunity to transfer to another school within the District that serves the same grades. The transfer shall be completed in a timely manner.
5. In addition, the Superintendent shall convene a meeting of the building administrator, representative(s) of District and School Security, and any other individuals or agencies deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

#### **G. Victims of Violent Crime.**



The Board further recognizes that, despite the diligent efforts of school administrators and staff to provide a safe school environment, an individual student may be a victim of a violent crime in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. In accordance with Federal and State laws, the eligible student shall be offered the opportunity to transfer to another school within the District that serves the same grades. The transfer shall be completed in a timely manner.

#### **H. Threat Assessment Teams.**

1. The purpose of the threat assessment team is to establish a process focusing on behaviors that pose a threat to school safety while serving as a preventative measure to identify needs and provide support to students. This process is also known as a care assessment. Threat assessment teams are responsible for the coordination of resources, assessment, and intervention with individuals whose behavior may pose a threat to the safety of school staff or students consistent with the model policies and procedures developed by the Office of Safe Schools which addresses early identification, evaluation, intervention, and student support.
2. Each school-based threat assessment team must meet as often as needed to fulfill its duties of assessing and intervening with persons whose behavior may pose a threat to school staff or students, but no less than monthly. Threat assessment teams shall maintain documentation of their meetings, including meeting dates and times, team members in attendance, cases discussed, and actions taken.
3. Location and Membership.
  - a. Threat assessment teams are located at each school in the District and composed of individuals with expertise in counseling, instruction, school administration, and law enforcement.
    - i. The counseling team member must be a school-based mental health services provider who is able to access student mental health records.
    - ii. The law enforcement team member must be a sworn law enforcement officer, as defined by F.S. 943.10, including a School Resource Officer, school-safety officer, or other active law enforcement officer. At a minimum, a law enforcement officer serving on a threat assessment team must have access to local Records Management System information, the Criminal Justice Information System, and the Florida Crime Information Center and National Crime Information Center databases. Officers serving on school-based threat assessment teams must also have clearance to review Criminal Justice Information and Criminal History Record Information.
  - b. The Board authorizes the Superintendent to create procedures for the purpose of:
    - i. identifying team participants by position and role;
    - ii. designating the individuals (by position) who are responsible for gathering and investigating information; and
    - iii. identifying the steps and procedures to be followed from initiation to conclusion of the threat assessment inquiry or investigation
4. Responsibilities and Activities of Threat Assessment Teams
  - a. The responsibilities and activities of Threat Assessment Teams include, but are not limited to, the following:

- i. identification of individuals in the school community to whom threatening behavior should be reported and provide guidance to students, faculty, and staff regarding recognition of threatening or aberrant behavior that may represent a threat to the community, school, or self;
  - ii. utilizing the Department of Safe Schools behavior threat assessment instrument developed pursuant to F.S. 1001.212;
  - iii. consulting with law enforcement when a student exhibits a pattern of behavior, based upon previous acts or the severity of an act, that would pose a threat to school safety;
  - iv. consulting with law enforcement when a student commits more than one (1) misdemeanor to determine if the act should be reported to law enforcement;
  - v. if a preliminary determination is made by either the Threat Assessment Team or through the suicide risk inquiry, that a student poses a threat of violence or physical harm to himself/herself or others, the determination will be reported to the Superintendent or designee. An attempt will be made to notify the student's parent or legal guardian. However, nothing in this paragraph shall preclude District personnel from acting immediately to address an imminent threat;
  - vi. if a preliminary determination is made by the Threat Assessment Team or through the suicide risk inquiry that a student poses a threat of violence to himself/herself or others or exhibits significantly disruptive behavior or need for assistance, authorized members of the Threat Assessment Team may obtain the student's criminal history record information as provided in F.S. 985.047.
- b. Members of the Threat Assessment Team may not disclose any criminal history record information obtained pursuant to this paragraph or otherwise use any record of an individual beyond the purpose for which such disclosure was made to the Threat Assessment Team.
- c. Members of the Threat Assessment Team shall create procedures related to engaging crisis supports and/or resources.

#### 5. Sharing of Information

The District and other agencies and individuals that provide services to students experiencing, or at risk of, an emotional disturbance or a mental illness and any service or support provider contracting with such agencies may share with each other records or information that are confidential or exempt from disclosure under F.S. Chapter 119 if the records or information are reasonably necessary to ensure access to appropriate services for the student or to ensure the safety of the student or others.

#### 6. Immediate Mental Health or Substance Abuse Crisis

If an immediate mental health or substance abuse crisis is suspected, school personnel shall follow policies established by the Threat Assessment Team to engage crisis supports and/or resources. Crisis resources, including, but not limited to, mobile crisis teams and school resource officers trained in crisis intervention shall provide emergency intervention and assessment, make recommendations, and refer the student for appropriate services. Onsite school personnel shall report all such situations and actions taken to the Threat Assessment Team, which shall contact the other agencies involved with the student and any known service providers to share information and coordinate any necessary follow-up actions. Upon the student's transfer to a different school, the Threat Assessment Team shall verify that the intervention services provided to the student

remain in place until the Threat Assessment Team of the receiving school has the opportunity to review and assume the recommendations of the initiating team/school.

7. All Threat Assessment Team members must be trained on the Department's behavior threat assessment instrument in accordance with Florida law.
8. Quantitative data from each Threat Assessment Team shall be accurately and timely reported to the Office of Safe Schools.

**I. Referral to Mental Health Services.**

All school personnel who receive training pursuant to F.S. 1012.584 shall be notified of the mental health services that are available in the District.

**J. School Environmental Safety Incident Reporting**

The Superintendent is responsible to ensuring the accurate and timely reporting of incidents related to school safety and discipline in accordance with Florida law and rules promulgated by FL DOE. Parents of District students will be timely notified of threats, unlawful acts, and significant emergencies pursuant to F.S. 1006.07 (4) and (7).

**K. Student Crime Watch Program**

1. The Board shall implement a Student Crime Watch Program to promote responsibility among students and improve school safety. Through a Board resolution, the Board will require each school principal to distribute information (including a reference to Policy 8406) at their respective schools notifying students and the community as to how they can anonymously relay information concerning unsafe and potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to appropriate public safety agencies and school officials.
2. The Board shall promote the use of "Speakout" and "FortifyFL" as tools to notify law enforcement and school officials about information anonymously.

**L. Records Related to Compliance with F.A.C. 6A-1.0018**

The District and all school staff will retain records demonstrating that the requirements of F.A.C. 6A-1.008 are met and provide such records to the Office of Safe Schools upon request.

Adopted 4/12/05  
Revised 9/10/19  
Revised \_\_\_\_\_

F.S. 1006.07  
F.S. 1006.13  
F.S. 1006.1493  
Office of Safe Schools Security Risk Assessment Tool  
*Safety and Security Best Practices Update*  
*Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates* (U.S. Secret Service and U.S. Department of Education)  
F.A.C. 6A-1.0018

Cross References  
po5500 – STUDENT CONDUCT

po5600 - STUDENT DISCIPLINE  
po8330 - STUDENT RECORDS  
po8406 – REPORTS OF SUSPICIOUS ACTIVITY AND POTENTIAL THREATS TO SCHOOLS,  
FACILITIES, STUDENTS, AND EMPLOYEES

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