

Meeting Agenda: Behavioral Threat Assessment Committee (BTAC)

Organization: Alief Montessori Community School

Date: December 12, 2025

Time: 2:30 PM – 3:15 PM

Location: Zoom (Virtual Meeting)

I. Welcome & Call to Order (5 Minutes)

- **Introductions:** Brief roll call of committee members.
- **Approval of Previous Minutes:** Review and approval of the last meeting's summary.
- **Meeting Objective:** Establish the foundational Charter for the AMCS BTAC.

II. Defining the Charter: Purpose (10 Minutes)

- **Mission of Prevention:** Solidifying the BTAC as an early intervention system for targeted violence, self-harm, and severe disruption.
- **Safety Mandate:** Reaffirming the duty to protect students, employees, and the broader Montessori community.
- **Support-Focused Culture:** Aligning with Montessori values to ensure a non-punitive, therapeutic approach that prioritizes service connection over discipline.

III. Strategic Goals (10 Minutes)

- **Fact-Based Evaluation:** Standardizing a data-driven process to remove bias from risk assessment.
- **The Threat Hierarchy:** * *Transient Threats:* Criteria for rapid resolution.
 - *Substantive Threats:* Criteria for long-term management.
- **Plan Implementation:** Setting timelines for the development of Risk Management Plans.

IV. Operational Function & Workflow (15 Minutes)

- **The 4-Step Cycle:** 1. **Reporting:** Standardizing how concerns reach the committee. 2. **Assessment:** Tools and rubrics for evaluating risk levels. 3. **Management:** Strategy development for intervention. 4. **Monitoring:** Ongoing case review protocols.
- **Roles & Responsibilities:** * *Intake/Triage Lead:* Who receives the initial "red flag"?

- *Case Manager*: Who leads investigations?
 - *Intervention Coordinator*: Who liaises with external mental health and law enforcement?
- **The Escalation Threshold**: Defining the specific "line" where an incident moves from standard discipline to BTAC oversight.

V. Closing & Next Steps (5 Minutes)

- **Action Items**: Assigned tasks for drafting the final Charter document.
- **Future Meeting Dates**: Confirming the cadence for 2026.
- **Adjournment**.