

# 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)

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## 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**.