

## **ADMINISTRATIVE RESPONSE TO THREATS**

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It is the intent of the Mead School District to assure a safe and orderly learning environment in all schools and for all students and staff. Administrators and staff are expected to enforce student and staff policies, procedures, and codes of conduct that are supportive of that intent.

Threats made by any person, directly or indirectly, are prohibited. Substantiated threats directed at students or staff (verbally, in writing, or through threatening behavior) will not be tolerated and may result in disciplinary action.

Upon knowledge of a threat made by one person toward another person, the person making the threat is to be immediately interviewed by the building administrator or department supervisor. If the administrator/supervisor determines that the alleged threat took place, and that there is serious malice inherent in the threat (e.g., threat to kill, use of weapon, etc), the following steps shall be taken:

1. The person making the threat shall be interviewed by the site administrator or supervisor, and law enforcement if deemed necessary by the site administrator.
2. All witnesses and alleged victims are to be interviewed by the site administrator/supervisor, or designee, and law enforcement if deemed necessary.
3. A student making a threat may be placed on emergency expulsion if such action is deemed necessary by the building administrator. The parents of the student making the threat are to be notified by the site administrator. The emergency expulsion shall remain in effect at least until a risk assessment is completed and all related information has been gathered.
4. A staff member making a threat may be placed on administrative leave if such action is deemed necessary by the building administrator/supervisor and Executive Director of Human Resources.
5. The victim(s) of the threat shall be notified pursuant to Board Policy 4314 and related state law.
6. If the person making the threat is a student, the parents may be required to obtain a risk assessment from a qualified professional determined by the District (e.g., Spokane Mental Health). The risk assessment is done at parent expense.

7. If the person making the threat is a staff member, the staff member may be required to obtain, if determined necessary by the site administrator and law enforcement, a risk assessment from a qualified professional determined by the District (e.g., Spokane Mental Health). The assessment will be paid for by the District if required by the District. If, however, the employee wishes the assessment be conducted by an expert of his/her choosing, subject to District approval, the employee will be responsible for the cost of the assessment.
8. The “level of threat” is determined by the building administrator/supervisor (and Executive Director of Human Resources if applicable) based upon the results of the law enforcement and risk assessment evaluations, if applicable.
9. Based on the “level of threat” determination, the building administrator/supervisor (and Executive Director of Human Resources if applicable) will make a recommendation to the Superintendent regarding the student or staff member. Recommendations can range from immediate readmission to expulsion for students OR reinstatement to termination for staff members. In addition, the person making a threat may be subject to legal action brought by the victim of the threat or law enforcement.
10. In the case of students, appeals of the administrative decision may be made through the suspension/expulsion hearing process.

**Cross References:** Board Policy 3200 Student Rights and Responsibilities  
Board Policy 3207 Harassment  
Board Policy 4314 Notification of Threats of Violence or Harm

**Legal References:** RCW 9A.36.080 Malicious Harassment  
RCW 28A.320.128 Notice and Disclosure Policies – Threats of Violence

**Adopted: September 13, 2004**  
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