

**Sangamon/Menard County Regional Office of Education  
Annual Review of Safety Plans, Protocols, Procedures, School Safety Drills, and Threat  
Assessment Team Report**

This form must be completed and filed with the Regional Superintendent by the end of the 2022-2023 school year. **Please e-mail the completed form to [lwind@roe51.org](mailto:lwind@roe51.org), before May 12, 2023. All items are required to be completed, and the document signed and dated.**

(as required by Public Act 94-0600)

District: \_\_\_\_\_ Fiscal Year \_\_\_\_\_

Building: \_\_\_\_\_

1A. Date of Annual Review meeting(s): \_\_\_\_\_

Participants and attendance record of individuals in meeting (Building Administration, Selected Building Staff, Bargaining Representative, First Responders – Fire and Law enforcement, others: \_\_\_\_ Attached OR \_\_\_\_ Listed below

1B. Summary of changes to the existing school safety plans, drill plans, as recommended at the Annual Review meeting(s):

2A. Date of Threat Assessment Meeting (s): \_\_\_\_\_

Participants and attendance record of individuals in meeting (Building Administrator, Teacher, School Counselor, School psychologist, School Social Worker, Law enforcement, others: \_\_\_\_ Attached OR \_\_\_\_ Listed below

2B. Summary of review and update the Threat Assessment Team Activities

3. \_\_\_\_ A check (√) certifies that the school district conducted an effective review of the emergency and crisis response plans, protocols, and procedures and the school safety drill programs of the district and each of its school buildings.

4. \_\_\_\_ A check (√) indicates that the school district will implement those plans, protocols, procedures, and programs, during the academic year.

5. \_\_\_\_\_  
Signature of school board designee

\_\_\_\_\_  
Title of school board designee

All items need to be completed and the document signed and dated.

\_\_\_\_\_  
Date