

**SPRING BRANCH INDEPENDENT SCHOOL DISTRICT**

**Minutes of District Safety and Security Meeting**

**June 7, 2023**

A Safety and Security meeting was held on Wednesday, June 7, 2023 beginning at 10:00 AM via Zoom. The following committee members were present: Chief Gonzales, Pamela Metcalfe, Raquel Pomeroy, Audrey Shakra, Chris Earnest, Karen Heath, Lawrence Leon, Hope Grochmall, Troy Neal, and Jennifer Cobb.

Chief Gonzales called the meeting to order at 10:01 AM. He noted that the majority of the committee were in attendance via Zoom and a quorum was present.

**I. Welcome and Introductions**

Chief Gonzales welcomed the committee, and each member stated their name.

**II. Discussion Items**

A. The item discussed was the District Wide Intruder Detection Audit Report Findings presented by Pam Metcalfe. For the month of May there were 11 school audits, and 3 of those schools had findings. 1 school had a phase 2 exterior door finding. The school staff was retrained on May 24<sup>th</sup>. The other 2 schools had phase 3 classroom door findings. The staff for one school was retrained on May 17<sup>th</sup> and the other school was retrained on May 18<sup>th</sup>.

**III. Action Items**

Approval of Plan of Action: Troy Neal moved to approve the plan of action and Karen Heath seconded the motion.

**IV. Next Steps and Closing**

The next step is to refer the Corrective Action Plan to the Board. Our next District Safety and Security meeting will be held in the fall. The meeting was adjourned at 10:07 AM.

  
Chief Gonzales

Approved: June 8, 2023