



Safety Meeting  
August 2024



WELCOME



New School Year



Responsibilities



Q&A



Meeting Schedule



# WELCOME



AN EARLY COLLEGE DISTRICT  
**BROWNVILLE**  
INDEPENDENT SCHOOL DISTRICT

Corpus J. Zorola, CTSBS, CTCD  
*Supervisor*  
*Environmental, Health, Safety & Custodial Training*

708 Palm Blvd. Suite 124 \* Brownsville, Texas 78521  
956-698-1374 \* 956-204-6190

"Every day we make history, so let's make history together -safely." - CjZ



## Agenda

# Agenda

Corpus J. Zorola, CTSBS, CTPM  
Supervisor – Environmental/  
Health/Safety/Custodial Training



Alonso Guerrero  
Director of Health  
Services and Operations

## Safety Coordinators Meeting

August 15, 2024

SRN# 18222

Session

4:00 PM – 5:00 PM

### AGENDA

- New School Year – Changes
  - DVA
    - Document all staff safety meetings
  - EOP Website
  - Drills
    - Fire (monthly)
    - Evacuation (once per school year – not fire)
    - Secure (once per school year)
    - Lockdown (once per semester)
    - Shelter (once per school year)
  - Door Sweep App
  - Alert System
- Meeting Schedule
- Responsibilities
- Classroom Decoration
  - PASS
- Notice of Pest Control Treatment
- Mold
- Comments

*In cooperation with Police/Security Services, Employee Benefits/Risk Management & Maintenance*

07/13

nda



Corpus J. Zorola, CTSBS, CTPM  
Supervisor – Environmental/  
Health/Safety/Custodial Training

Alonso Guerrero  
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*Safety*

*DVA*

*EOP Website*

*Drill Schedule*

*Alert System*

*Exterior  
Doors Sweeps*



## Every Meeting We Will Review A Part of the DVA

- Document all staff safety meeting
  - Drill Schedule
  - First Aid
  - SPAT/9-1-1
  - Facility Access
  - Ext Windows
  - Map & Door Numbering





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# EOP

**Template**

Staff Skills Survey

Emergency Contact List

Resources



[Campus EOP Template](#)





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Doors Sweeps*





1

2

3

4

5

# Standard Response Protocol

Item	Reference	Measured Component	Pass	Finding
Drill Schedule				
10.01	Rule 103 CC 103.1209(c)	Each campus conducts Fire drills as mandated by your local or State Fire Marshal.	The campus conducts a minimum of 4 documented Fire drills per campus per school year according to required scheduling, unless a higher number of drills are required by the fire marshal.	The campus does not conduct the required drill in the required timeframe.
10.02	Rule 103 CC 103.1209(c)	Each campus conducts an Evacuation drill (other than for fire) at least once per school year.	The campus conducts and documents an Evacuation drill once per school year.	The campus does not conduct the required drill in the required timeframe.
10.03	Rule 103 CC 103.1209(c)	Each campus conducts a Secure drill at least once per school year.	The campus conducts and documents a Secure drill at least once per school year.	The campus does not conduct the required drill in the required timeframe.
10.04	Rule 103 CC 103.1209(c)	Each campus conducts a Lockdown drill at least twice per school year (once per semester).	The campus conducts and documents a Lockdown drill at least twice per school year, with one being each semester.	The campus does not conduct the required drill in the required timeframe.
10.05	Rule 103 CC 103.1209(c)	Each campus conducts either a Shelter for Severe Weather or for Hazmat drill at least once per school year.	The campus conducts and documents a Shelter-in-place drill once per school year.	The campus does not conduct the required drill in the required timeframe.





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## - Safe & Supportive School Program (SSSP)

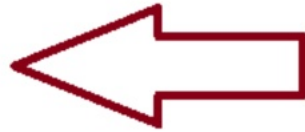
[Partial Safety Audit](#)

[Exterior Door Safety Audit](#)

[After Action Review of Drills](#)

[Door Sweeps App Documentation](#)

(Door Sweeps) [APP LINK](#)



[Facility Safety](#) - Chapter 61. School Districts

[Exterior Door Safety & Security Standards Compliance Requirements](#)





# Reporting of Unlocked or Broken Doors (Exterior)



## PLAN OF ACTION THAT IS IN PLACE:

*Plan of action that is in place to address any unlocked doors:*

- 1) Staff members will report the unlocked door to campus leadership.
- 2) Campus leadership will immediately have the door locked.

*Plan of action that is in place to address broken doors:*

- 1) Staff members will report all broken doors to campus leadership.
- 2) Campus leadership will immediately create a maintenance work order to repair the door.
- 3) The broken door will be monitored by campus staff until it is repaired by maintenance.





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## In This Section

Home Page

Raptor Alert Training 

Resources

AHERA

IPM Program

Hazard Communication Program

## Resources



## Login

Page Passkey

Submit



## Raptor Alert Training

### Raptor System Training and Documentation

**Alert** Alert and Drill Manager Raptor Web Link

Recording of training: <https://copilot.clari.com/guest/sharedCall/665a34461572c87ad1f9ae9f>

#### Training & App Resources:

- [Downloading Raptor Alert.pdf](#)
- [Raptor Alert - Override Do Not Disturb Troubleshooting for Android Users V3.pdf](#)
- [Raptor Alert Notifications on an Apple Watch.pdf](#)
- Raptor Alert Training: <https://vimeo.com/805629940/689828a530?share=copy>
- Initiating and Emergency Response in Raptor from the Web: <https://vimeo.com/790957749/e34497aa0d?share=copy>

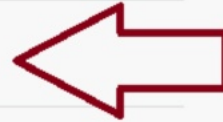




## In This Section

Home Page

Raptor Alert Training



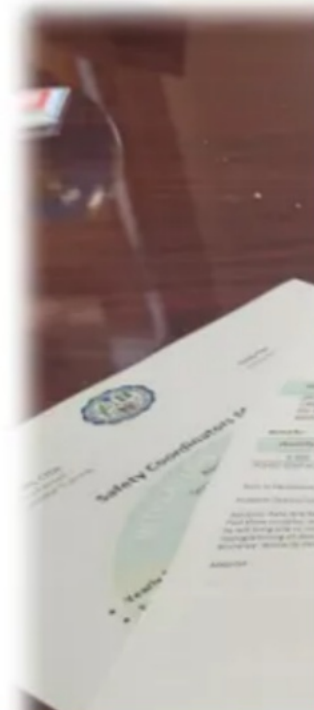
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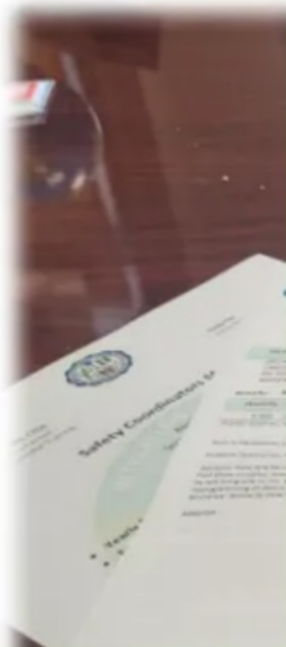
Hazard Communication Program

## Resources



# Login

# Resources



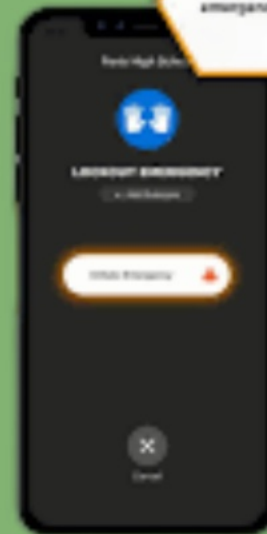
AN EARLY COLLEGE DISTRICT  
**BROWNSVILLE**  
INDEPENDENT SCHOOL DISTRICT

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Page Passkey

.....

Submit



## Raptor Alert Tra

Raptor System Training and

Alert

Alert and Drill Manager



# Raptor Alert Training

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## Raptor System Training and Documentation

**Alert**

Alert and Drill Manager

Raptor Web Link

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- [Raptor Alert Notifications on an Apple Watch.pdf](#)
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- Initiating and Emergency Response in Raptor from the Web: <https://vimeo.com/790957749/e34497aa0d?share=copy>




<https://iloveguys.org/The-Standard-Response-Protocol.html>

Sentinel | sentinelb.net/module/dva/dva | SRP ♥ The "I Love U Guys" Four


iloveguys.org/The-Standard-Response-Protocol.html

Home | Standard Response Protocol | Intro | Pre-K 12 | Videos | Higher Ed | Business | Municipal | Mission


# The building blocks of crisis response. An institutional all-hazards approach.




Hold




Secure



Lockdown



Evacuate



Shelter

[Learn More](#)

<b>Standard Response Protocol</b> Action-based, flexible, and easy to learn.	<b>Standard Reunification Method</b> Recovery starts when the crisis begins.	<b>Reunification Exercise</b> Ready to go "Exercise in a Box."	<b>Training and Events</b> From breakout sessions to full day workshops.	<b>Tender Loving Care</b> Other projects we're handling with a little TLC.	<b>Partner with Love</b> Together we're a powerful conduit that unites.
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i love u guys [Donate](#)





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Safety Meeting  
August 2024



*WELCOME*



*New School Year*



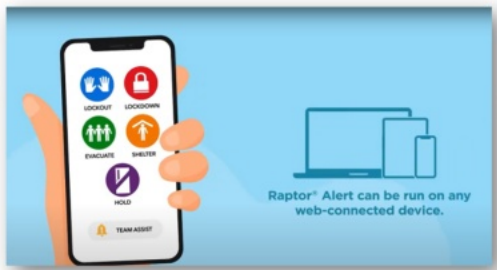
*Responsibilities*



*Q&A*



*Meeting Schedule*



## Safety Coordinators' Resources

+ Duties/Responsibilities

- Safety Meetings Dates

### Tentative Meeting Schedule

October 17, 2024 (18223)  
December 12, 2024 (18224)  
February 13, 2025 (18225)  
April 10, 2025 (18226)





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+ Duties/Responsibilities

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Safety Meeting  
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Brownsville Independent School District  
Environmental, Health, and Safety  
1900 E Price Road, Brownsville, TX 78521  
Office (936) 548-8061

#### Safety Coordinator's Duties and Responsibilities

Name: \_\_\_\_\_ Campus: \_\_\_\_\_  
(Please Print) Safety Coordinator

I recognize that the success of an **Accident Prevention Program** is contingent and dependent upon support from the executive level of management down to the involvement of all employees of the District. I will make every effort to assist the District in providing a working environment free from any recognized or potential hazards. I am aware that all management and supervisors will set an example of commitment to safety and health in the District.

I acknowledge the following safety documentation Fire Drills, Fire Extinguisher Logs, Campus Safety Inspection & Work Request Form(s), which may be required every month. Campus Safety Meetings agendas with sign-in sheets are needed for September, November, January, March, and April. Additionally, the forms must be posted within the TEAMS file sections and a hard copy must be filed within my campus or department. If changes are made to this requirement, I will be notified at Safety Coordinators' meetings.

**Fire Drill** - A minimum of five (5) fire drills are required per semester ten (10) per school year, on months having ten (10) school days or more, as directed by the Texas Administrative Code RULE §103.1209. Having two (2) fire drills in one month will not be substituted for a month in which no fire drill was held.

**Fire Extinguisher Log** - All fire extinguishers must be checked on a monthly basis. The Inspector's name, date of inspection, and status of each extinguisher must be noted during the Months of August thru May.

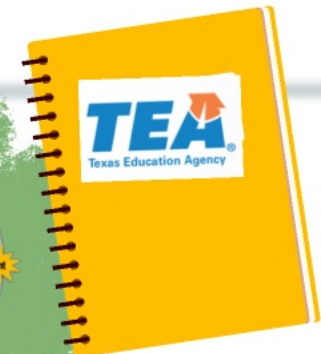
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**Employers' First Report of Injury** - This is to be submitted to the Employee Benefits/Risk Management Department within 24 to 48 hours of an accident or near-miss accident and submitted to the Employee Benefits/Risk Management Department. Email to: [workerscomp@bisd.us](mailto:workerscomp@bisd.us)

I understand my responsibilities as a Principal/Administrator/Safety Coordinator regarding the required documentation. Please send this signed form via email to: [czorola@bisd.us](mailto:czorola@bisd.us).

Safety Coordinator Signature \_\_\_\_\_ Principal's Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Rev. 07/22)





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\_\_\_\_\_  
Safety Coordinator Signature

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Date

(Rev. 07/22)



## 20 % - 50 % Rule

- Artwork and teaching materials;
- Permitted to be attached directly to the walls;
- Not to exceed 20% of the wall area.
- *Exception – 50% in sprinklered buildings.*



### DECORATIONS

**Artwork and teaching materials displayed in corridors cannot exceed 20% of a wall section. Decorations must be flat and not 3-dimensional. Combustible materials must be kept at a minimum in corridors.**

*The less material that can burn in the hallway will ensure the safe evacuation of occupants using that hall to get out of the building. Flat decorations are less flammable than 3-dimensional plastic, Styrofoam or cloth. An example of a wall section would be the wall area between two classroom doors. Another would be the wall area between a hall corner and a doorway.*

**Combustible materials cannot be displayed on or within a 3-foot radius of classroom doors.**

*The classroom door may be the only safe way to exit the room. Just like corridors, eliminating materials that can easily burn and block an exit will allow quick evacuation from the classroom. Only fire evacuation plans, severe weather procedures or emergency kits can be near the classroom doors. This practice only applies to classrooms that have doors. Open-concept classrooms normally have 2-3 passageways out of the room and are wider than 4 feet.*

**No combustible materials can be attached to the ceiling and excessive combustibles cannot be suspended from the ceiling.**

*Ceiling materials are fire retardant and difficult to burn. By putting materials that easily burn on a ceiling, fire can spread quickly throughout a room. A large number of suspended items, based on their design, location as well as the size of the room, can block water from sprinkler heads trying to put out a fire. If near a classroom door, suspended items that catch on fire could block safe exit out of the room.*

**A string of decorative, Christmas-style lights cannot be used more than 90 days.**

*The safety tag on the string of lights specifically warns about this fire hazard. The better alternative is light emitting diode (LED) rope lights. LEDs create less heat, are enclosed in clear plastic and have a safe, 3-year life span*



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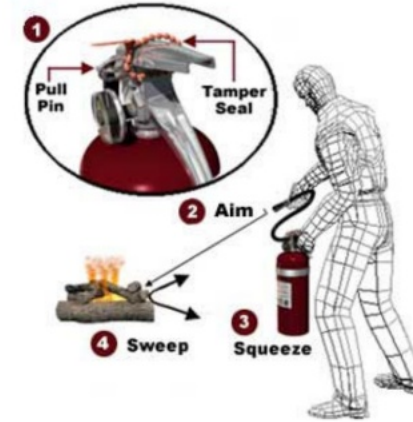
Most fire extinguishers operate using the following P.A.S.S. technique:

1. **PULL...** Pull the pin. This will also break the tamper seal.
2. **AIM...** Aim low, pointing the extinguisher nozzle (or its horn or hose) at the base of the fire.

*NOTE:* Do not touch the plastic discharge horn on CO2 extinguishers, it gets very cold and may damage skin.

3. **SQUEEZE...** Squeeze the handle to release the extinguishing agent.
4. **SWEEP...** Sweep from side to side at the base of the fire until it appears to be out. Watch the area. If the fire re-ignites, repeat steps 2 - 4.

**If you have the slightest doubt about your ability to fight a fire....EVACUATE IMMEDIATELY!**

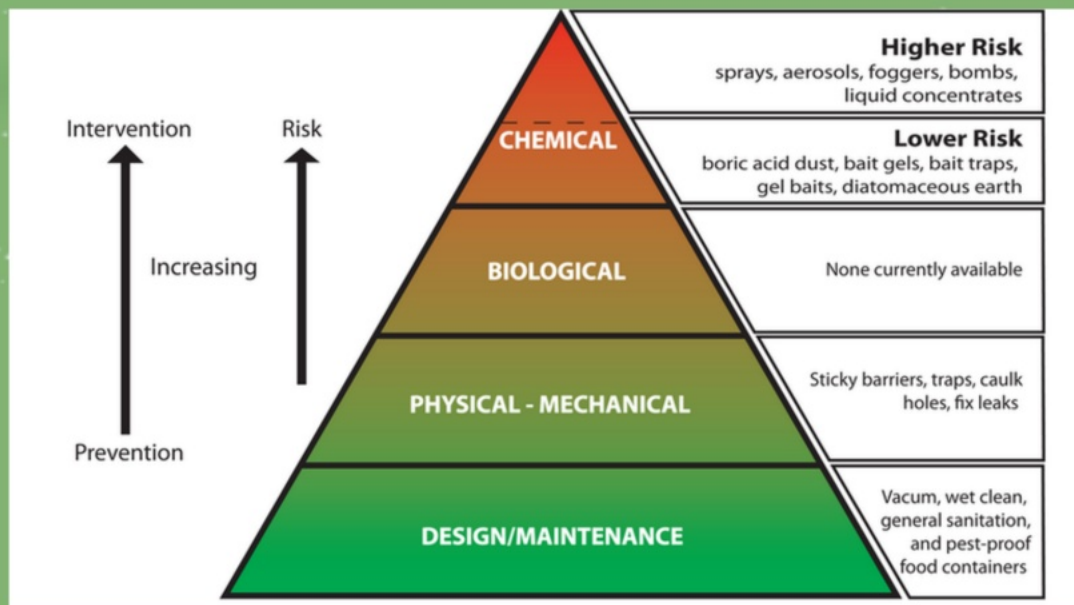






# FIRE EXTINGUISHER

## PASS TECHNIQUE



## NOTICE OF PEST CONTROL TREATMENT

**Date(s) of planned Treatment (Inspection):** 2<sup>nd</sup> Friday of March, June, September, December (Kitchen: Monthly)

**Re-entry (if applicable):**

Extenuating circumstances may require unplanned treatments. To confirm treatment dates, please call the contractor listed below:

**Licensed Pest Control Contractor:**

BIG M PEST CONTROL  
PO BOX 608  
INGLESIDE, TX 78362  
800.864.4922

[SERVICE@BIGMPESTCONTROL.COM](mailto:SERVICE@BIGMPESTCONTROL.COM)

**National Pesticide Information Center**

1-800-858-7378  
<http://npic.orst.edu>

Brownsville ISD conducts regular pest management inspections and services. These service calls may include inspections, pest exclusion, use of mechanical pest control devices, and occasional bait, dust, and pesticide spray applications.

A Consumer Information Sheet may be obtained from the IPM Coordinator.

**District IPM Coordinator:**

Corpus J. Zorola – 956-698-1374

Supervisor – Environmental/Health/Safety/Custodial Training

Pest Control Applicators are licensed and regulated by  
TEXAS DEPARTMENT OF AGRICULTURE  
P.O. BOX 12847, AUSTIN, TEXAS 78711-2847  
Phone: 866-918-4481 Fax: 888-323-2567



revised 4/26/2024 (Aiken)

# Mold

Texas Occupation Code – Chapter 1958  
Mold Assessors & Remediators

The Texas Department of Licensing and Regulation (TDLR) administers the Mold Assessors and Remediators Administrative Rules (Texas Administrative Code, Title 16, Part 78-MARAR). The MARAR defines "regulated" fungal growth as fungal growth in the indoor environment that exceeds the **regulatory threshold of 25 contiguous square feet of surface area**.

- Under 25 Contiguous square feet, BISSD can clean
- Over 25 Contiguous square feet, a licensed contractor must write the cleaning specification, and another must perform the cleaning
  - The process can take up to 30 days
- All documentation must be readily available to be viewed by the Texas Department of State Health Services
- Mold can be harmful to your health, especially if you're exposed to it for a long time or if you're sensitive to it.
  - Exposure to a large number of mold spores may cause allergic symptoms such as watery eyes, runny nose, sneezing, itching, coughing, wheezing, difficulty breathing, headache, and fatigue.





# Mold

Texas Occupation Code – Chapter 1958  
Mold Assessors & Remediators

The Texas Department of Licensing and Regulation (TDLR) administers the Mold Assessors and Remediators Administrative Rules (Texas Administrative Code, Title 16, Part 78-MARAR). The MARAR defines "regulated" fungal growth as fungal growth in the indoor environment that exceeds the **regulatory threshold of 25 contiguous square feet of surface area**.

- Under 25 Contiguous square feet, BISSD can clean
- Over 25 Contiguous square feet, a licensed contractor must write the cleaning specification, and another must perform the cleaning
  - The process can take up to 30 days
- All documentation must be readily available to be viewed by the Texas Department of State Health Services
- Mold can be harmful to your health, especially if you're exposed to it for a long time or if you're sensitive to it.
  - Exposure to a large number of mold spores may cause allergic symptoms such as watery eyes, runny nose, sneezing, itching, coughing, wheezing, difficulty breathing, headache, and fatigue.









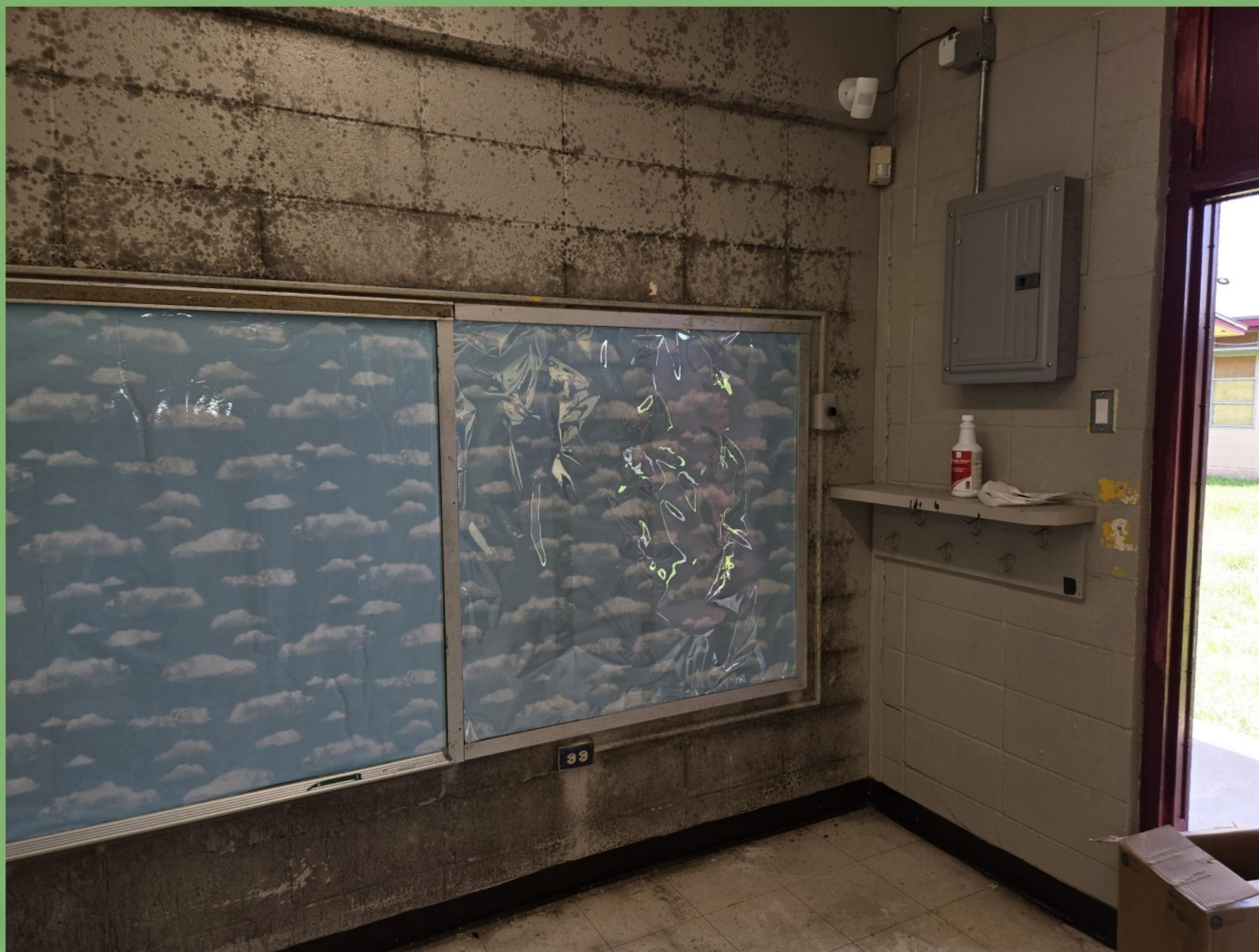
















Brownsville Independent School District  
Environmental, Health, and Safety  
1900 E Price Road, Brownsville, TX 78521  
Office (936) 548-8061

#### Safety Coordinator's Duties and Responsibilities

Name: \_\_\_\_\_ Campus: \_\_\_\_\_  
(Please Print) Safety Coordinator

I recognize that the success of an **Accident Prevention Program** is contingent and dependent upon support from the executive level of management down to the involvement of all employees of the District. I will make every effort to assist the District in providing a working environment free from any recognized or potential hazards. I am aware that all management and supervisors will set an example of commitment to safety and health in the District.

I acknowledge the following safety documentation Fire Drills, Fire Extinguisher Logs, Campus Safety Inspection & Work Request Form(s), which may be required every month. Campus Safety Meetings agendas with sign-in sheets are needed for September, November, January, March, and April. Additionally, the forms must be posted within the TEAMS file sections and a hard copy must be filed within my campus or department. If changes are made to this requirement, I will be notified at Safety Coordinators' meetings.

**Fire Drill** - A minimum of five (5) fire drills are required per semester ten (10) per school year, on months having ten (10) school days or more, as directed by the Texas Administrative Code RULE §103.1209. Having two (2) fire drills in one month will not be substituted for a month in which no fire drill was held.

**Fire Extinguisher Log** - All fire extinguishers must be checked on a monthly basis. The Inspector's name, date of inspection, and status of each extinguisher must be noted during the Months of August thru May.

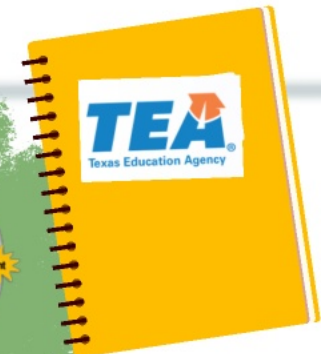
**Safety Inspection and Work Request Form** - Months of September, November, January, March, and April.

**Safety Meeting** - Every staff member on your campus or department must receive safety meeting information on the months that are required. All sign-in sheets must have the date, presenters' name, topic, and legible signature of all employees. All Campus/Department Safety documentation is to be posted within the TEAMS - Campus, Department Safety Coordinators platform files section by the end of each required month. Having a Safety Meeting on a month that was not required will not be substituted for a month that was needed.

**Employers' First Report of Injury** - This is to be submitted to the Employee Benefits/Risk Management Department within 24 to 48 hours of an accident or near-miss accident and submitted to the Employee Benefits/Risk Management Department. Email to: [workerscomp@bisd.us](mailto:workerscomp@bisd.us)

I understand my responsibilities as a Principal/Administrator/Safety Coordinator regarding the required documentation. Please send this signed form via email to [czorola@bisd.us](mailto:czorola@bisd.us).

Safety Coordinator Signature \_\_\_\_\_ Principal's Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Rev. 07/22)





Safety Meeting  
August 2024



*WELCOME*



*New School Year*



*Responsibilities*



*Q&A*



*Meeting Schedule*



*Q&A  
and Thank you!*





Safety Meeting  
August 2024



WELCOME



New School Year



Responsibilities



Q&A



Meeting Schedule