



KISD District Safety and Security Meeting Minutes

The Kilgore ISD Fall District Safety and Committee Meeting was held on October 17, 2024 beginning at 6:00 pm in the KISD Administration Building, 301 N. Kilgore St. Kilgore, TX 75662.

Call to Order - Meeting was officially called to order at 6:00 pm

Members in attendance: Superintendent Dr. Andy Baker, Director of Safety Charles Presley, KISD Board President Jason Smith, Sergeant Josh Vercher, Fire Marshal Ryan Riley, Josh Carlise, Lieutenant Joey Chitwood, Mitch Lobue, Cassie Roberts, Assistant Chief of Police Jonathan Gage, Detective Mitch Autrey

Review of Intruder Detection Audit

The following items were discussed:

- All KISD campuses will continue to have Intruder Detection Audits each school year.
- KISD only has 1 campus that has been audited for the 2024/25 school year.
- Region 7 conducted an audit at Kilgore Primary campus on September 20th.
- The Region 7 auditor was not able to gain access to the campus. All campus door sweep logs were current and there were no findings.
- Auditor stated that KPS was the first campus he had audited this school year that was using sentinel to log their door sweeps.

KISD Door Sweep Report

The following items were discussed:

- All KISD campuses check doors daily – Most campuses check them multiple times – elementary campuses are usually checked 4 times or more each day.
- KISD campuses log their door sweeps one time per week using the Sentinel portal.
- Currently all exterior doors will lock and latch securely but occasionally doors are found to stop just short of latching and they will appear to be secure upon visual inspection.
- All employees must be diligent in checking doors that they use when entering and exiting our building – any doors found that are not functioning properly on their own are to be reported to administration immediately so a maintenance request can be submitted.
- Usually minor hardware adjustments fix the problem.
- At KIS - doors 4 and 7 have needed adjusting

- CES – door 4 has been reported – Longview Glass adjusted door 4 last summer and is scheduled to come back out again.
- KHS – door A27 had issues with access control and maintenance found a sliver of metal causing problems in the panic bar.
- KHS Courtyard Gate 1 – post had to be reset with concrete.

Update on 2024 TEA District Vulnerability Assessment

- KISD has an initial consultation with Dr. Paul Thompson from TEA on September 12th to review the DVA process
- KISD will be required to submit all necessary district and campus documentation to TEA by October 23rd and the on-site DVA visit will begin on November 18th
- November 18th at 9:00 Dr. Thompson will meet with Dr. Baker and Charles Presley to discuss the documentation review – at the conclusion of this meeting on-site campus visits will begin and the on-site inspection should be completed on Wednesday November 20th.
- On-site visits will consist of physical inspection of district facilities for compliance with required safety standards and interviews with campus staff members
- TEA will have 2 -3 weeks to compile the final report and meet with KISD to discuss any necessary corrective actions and timelines that must be met
- If corrective actions are required all necessary documentation must be submitted for approval in the Sentinel portal – upon final approval the DVA process will be finalized.

KISD Stop the Bleed Locations

The following items were discussed:

- Committee reviewed the placement of current Stop the Bleed kits throughout KISD facilities:
 - KISD Administration Building 2 - 1st floor (AED), 2nd Floor
 - Maintenance Building - With AED
 - Transportation - with the AED in the break room
 - AG Farm - Entry to Restroom area with AED
 - KPS 5 - Rotunda with (AED), Outside gym with (AED), each grade level hallway
 - Chandler 5 - AED outside nurse's office, AED by teacher break room, each grade level hallway
 - KIS 5 - AED by main office, gym, each grade level hallway
 - KMS 7 - AED in the Star, AED in Grade level hallways, AED in Gym, Tennis Building, Athletic travel kit
 - KHS 8 - With All AEDs – main office, Ag office, DAEP, Cheer/Dance, Freshmen Wing, upstairs crosswalk to Campus Ward, Commons, Welding Office
 - KHS Athletics 9 – Field House, Indoor Athletic Facility, Tennis, Softball, Driller, RE St John Stadium, Track (upon completion of restrooms), 2 travel kits
 - Campus nurses have 5 additional kits in their office

- All KISD vehicles and buses have kits
- 40 additional Kits and 50 additional tourniquets have been ordered
- Recommended placement of new kits and tourniquets:
 - 1 kit in each district kitchen
 - 35 kits will be combined with the current kits housed in the nurse's offices to create an emergency response bag on each campus and at the administration building that has 10 Stop the Bleed Kits and 10 additional tourniquets
 - Emergency Response bags will be housed in the nurse's office
- Sgt Vercher told the committee that he had additional bleed control resources coming for KISD as well
- Nurse Cassie Roberts told the committee that all staff members who had STB training were also taught how control bleeding without access to a kit using whatever resources they had available
- Board President Jason Smith inquired about bus drivers being trained since there were kits on all KISD buses. The committee was informed that our drivers had Stop the Bleed training

Josh Carlisle made a motion that the KISD District Safety Committee approve the placement of Bleed Control Kits at all district facilities and in all KISD vehicles as presented and discussed.

Jason Smith seconded the motion.

Motion passed unanimously 9 – 0.

Committee was informed that if additional meetings were needed they would be scheduled, but otherwise, the District Safety meeting for the Spring semester is scheduled for Thursday, May 1, 2025 at 6:00 pm.

Meeting was adjourned