

BELTON INDEPENDENT SCHOOL DISTRICT
School Safety Committee Meeting Minutes
January 19, 2022

CALL TO ORDER

Pete Ramirez, Coordinator of Emergency Preparedness, called the ZOOM meeting of the District School Safety Committee to order at 1:00 p.m. The meeting had been duly called and notice of the meeting had been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

MEETING ITEMS

- Pete Ramirez welcomed members of the DSSC and opened the meeting with a presentation of the posted agenda.
- Item 1: A presentation as to the addition of monthly safety and security campus meetings was presented to the committee by Dr. C. Spearman. The overall goals of these meetings is to enhance two-way and individualize safety and security procedures for each campus. Monthly meetings will be held at individual campuses to review, update, and improve campus safety and security issues. Campus Administrators will no longer be required to attend the regular DSSC meetings, but instead will schedule monthly campus meetings.
- Item 2: The committee was presented with a proposal to increase school family input as part of the After-Action Review process and follow-up. The proposal involves soliciting increased feedback from students, faculty, and staff after an emergency drill or incident. The goal is to improve campus emergency planning and management through more specific and current observations reported by these groups.
- Item 3: Community Partner Briefings were provided by several community partner committee members.
 - Belton Fire Chief J. Fontenot suggested campus safety team members or administrators accompany the Fire Marshal when conducting annual fire safety and code inspections. The observations could lead to better understanding of fire safety measures and communication between the two groups
 - Assistant Director of Planning/Public Safety of the Bell County Council of Governments, J. Hennage provided information as to Criminal Justice grants opportunities for the district.

- Fire and Emergency Management Specialist J. Henager of Temple Fire and Rescue provided information as the relocation of COVID site testing and vaccinations from the downtown location to the Draughon-Miller Airport in Temple.
- Item 4: Practical Exercise – Missing Student (see attachment A): the committee broke out into three groups: campus administration, parents/community partners, and first responders/community partners to work on plans and procedures for students who are discovered missing at campus. The exercise allowed for variables such as grade, age, special needs, to determine what measures would work best for this type of incident. Information gathered will result in development of a district-wide missing student procedures that will be part of the Emergency Operations Plan/Procedures.
- Adjournment – 2:05PM

ATTACHMENT A.

Missing Student (Campus & First Responder Copy)

01/19/22 Practical Exercise

A student has been reported missing from your campus. It has been reported that the student had been seen on campus earlier prior to being discovered as missing. Consider your campus grade level, special needs students, or other unique circumstances to assist with plan of action or procedures to locate the student.

INITIAL ACTIONS ARE:

(Consider: Incident Command, Roles and Responsibilities, Notifications, Communication, Procedures)

WHAT IMMEDIATE RESOURCES ARE NEEDED?

(Consider radios, electronic devices, Navigate360, and first responders)

WHAT INFORMATION WILL NEED TO BE GATHERED, HOW WILL IT BE DISSEMINATED, AND TO WHO?

(Consider: Incident Command, roles and responsibilities, student accounting, individuals with disabilities, traffic)

WHAT IMPACT WOULD THE FOLLOWING HAVE ON THE TYPE OF RESPONSE: missing child, abduction, eloper, or age of student?

Missing Student (Parent Copy)

01/19/22 Practical Exercise

A student has been reported missing from your child’s campus. It has been reported that the student had been seen on campus earlier prior to being discovered as missing. Consider your campus grade level, special needs students, or other unique circumstances to assist with plan of action or procedures to locate the student.

INITIAL ACTIONS BY THE SCHOOL SHOULD BE:

(When should the parent or guardian be contacted?)

WHAT IMMEDIATE RESOURCES ARE NEEDED?

(Consider current contact parent/guardian information, medical information, other special information)

WHAT INFORMATION WILL NEED TO BE GATHERED, HOW WILL IT BE DISSEMINATED, AND TO WHO?

(Consider children with special needs, child custody, court orders)

WHAT IMPACT WOULD THE FOLLOWING HAVE ON THE TYPE OF RESPONSE: missing child, abduction, eloper, or age of student?
