
FALL 2025
TISD SCHOOL SAFETY & SECURITY COMMITTEE MEETING
Tuesday, October 28, 2025

Open Meeting Minutes

The meeting was called to order by Dr. Steven Gutierrez, TISD Chief Operating Officer, at 3:39 p.m. in the Tomball ISD Administration Building Board Room. Dr. Gutierrez welcomed committee members and invited brief introductions. He reminded the committee that this is the second of three required meetings for the school year and reviewed the committee's purpose and agenda.

Reports and Updates

- **State Intruder Detection Audits:** Stephanie Thomas reported that audits were conducted in September and October. Additional details will be discussed in closed session.
- **TEA Compliance Report:** Ms. Thomas shared that all Texas school districts were required to submit an October Compliance Report confirming adherence to the Commissioner's Rules Concerning School Facilities. Information on grant-funded safety initiatives will be reviewed in closed session.
- **Emergency Operations Plans:** Ms. Thomas noted that districts were required to submit two sections of their Emergency Operations Plans by October 2025. Tomball ISD submitted the *Multi-Hazard Emergency Operations Plan* and the *Active Threat for Schools Annex* in September 2025.
- **Training and Drills:** Students and staff received Standard Response Protocol and CRASE training in July and August. All campuses scheduled required drills before the first day of school, and 117 of 268 drills had been completed as of October 24, 2025. Sixteen After-Action Reviews were conducted following SRP activations, EMS calls, or other significant events; ten resulted in procedural improvements.
- **Exterior Door Checks:** Campuses complete and document weekly exterior door checks, with reports submitted to TEA via the Sentinel platform. As of October 24, 2025, 275 entries had been uploaded.

- **2026 Three-Year Safety Audit:** The district is conducting its required safety audit, which reviews facility security, operations, and emergency preparedness. The audit is expected to be completed in spring 2026, with findings presented to the School Safety and Security Committee on April 28, 2026, and to the Board on June 1, 2026.
- **State District Vulnerability Assessment:** Ms. Thomas explained that this assessment evaluates facility access controls, emergency procedures, and compliance with statutory safety requirements. The district has not yet received scheduling information but anticipates completion by May 2027. She also outlined differences between the Safety Audit and the Vulnerability Assessment.
- **Emergency Responder Coordination:** As part of the district's strategic plan, local responding agencies have been actively participating in campus lockdown drills. Tomball ISD also conducted a small-scale District Reunification Exercise this fall with strong agency support. Dr. Gutierrez noted that the district's safety team was recognized in a Local Emergency Planning Committee for these collaborative efforts.

Closed Session

At 4:00 p.m., Dr. Gutierrez moved the committee into closed session under Texas Government Code §551.076 (Safety and Security).

Reconvened Session and Adjournment

The committee reconvened in open session at 4:37 p.m. Dr. Gutierrez invited final comments, thanked members for their commitment, and reminded them that all confidential materials must remain in the room.

The meeting was adjourned at 4:38 p.m.

