

**Minutes November 16, 2022**  
**Crisis Management Team Regular Meeting**  
**Waxahachie Independent School District**

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The Crisis Management Team of the Waxahachie Independent School District met on November 16, 2022, for a Regular Meeting. With a quorum present, General Counsel Lee Auvenshine called the meeting to order at 11:36 a.m. Those present: Rolando Gomez, Lt. Josh Oliver, Jenni McLemore, Ryan Kahlden, Ginger Robinson, Tonya Harris, Kate Authier, Daniel Frisby, Lyssa Ridlehuber, Kim Kriegel, Melissa Bousquet, Erin Edmondson, Chief Joe Wiser, Tray Marsh, Kam Bridgers, Kyra Burns, Toby Mash, Jason Venable, Dr. David Averett, Theresa Burkhalter, and Lisa Mott.

Tonya Harris made a motion for approval of Minutes from the previous meeting. Ryan Kahlden seconded, and the motion carried unanimously.

At 11:38 a.m. the team entered Closed Session by general consent and unopposed announcement of presiding officer pursuant to Section 551.076 of the Government Code to deliberate:

- Deployment of security personnel and devices related to WISD's EOP; and,
- Continuous exterior door audits, intruder audits, and full tri-annual security audit.

The Crisis Management Team reconvened into Open Session at 12:11 p.m.

**Discussion Items:**

- Discussion of continued development of SRO program and security team under the leadership of Waxahachie Police Department Lt. Josh Oliver.
  - Security team is doing well overall and has filled all current positions that were open – do have times when officers are out sick, so they have to use the other officers for coverage.
  - Marshal certifications for the new employees as well as recertifications for the existing marshals have also been going on – exploring the possibility of putting a marshal at each of the junior high campuses.
- Discussion of WISD's Safe and Supportive Schools Program and Behavior Threat Assessment Team under the leadership of Director of Campus and Student Services Jacob Perry.
  - Legislature in 2019 required districts to have behavior threat assessment team at each campus as well as a district level team – this is in addition to the safety and security team – and all members of the team, both district and campus level, have completed the mandatory training through the Texas School Safety Center
- General discussion regarding the continuous exterior door audits, intruder audits and full tri-annual security audit of the district's facilities required under Section 37.108 (b) of the Education Code.
  - The tri-annual audit teams have been decided – each team is to try to have one campus/facility audited before the next Crisis Management Team meeting – audits to be done as a team and once all campus/facilities are done will submit a report to be given to the school board as well as submitted to the state
  - The state is also mandating that exterior door audits be done weekly with a copy kept in the front office of each campus and will be asked to be seen by the representative of Region 10 conducting the intruder audit – WISD was contacted in October that we would have at least one campus audited during the month – had two campuses audited, Clift Elementary and High School of Choice, both of which passed with zero findings
- Discussion regarding psychological first aid for schools training as required under Section 37.108(f)(6)(C)(i) of the Education Code.
  - All crisis management team members must complete this online training by December 21, 2022.

- Discussion of planned improvements and security upgrades and related potential grant-funded opportunities.
  - \$400M from the state government is being set aside for school safety improvements that can be applied for through grant opportunities – WISD is looking for the grant to be able to purchase film to put on the exterior and vestibule windows at each campus which will help keep glass from shattering in the event a bullet goes through it, the district will also look to use funds to be able to put visitor kiosks outside the building to give an added layer of security before you ever let them into the building
  - A current open grant opportunity that the district is applying for would give the funds for a panic button to be placed at campus and facility reception areas.
  - There is also consideration for better two-way radios not only at campuses but also transportation.
- Discussion regarding return of employee access badges and keys following separation of employment.
  - HR has learned that each campus does their own thing when it comes to issuing keys and getting them back upon separation
  - Theresa Burkhalter in HR has created two separate forms to ensure that all badges and keys are returned upon separation of employment – forms will be presented at the DLT meeting in December for approval and then brought back to the crisis management team for approval before an administrative guideline regarding the form is put into place.

Melissa Bousquet made a motion to adjourn. Rolando Gomez seconded, and the motion passed unanimously. The meeting adjourned at 12:50 p.m.

## **Notice of Regular Meeting of the WISD Crisis Management Team**

### **Waxahachie ISD Crisis Management Team**

**The role of the District Crisis Management Team is to maintain and update the District Crisis Management Plan, ensure all required staff complete required training, provide tabletop drills on a regular basis, debrief and evaluate district and campus crisis response, provide leadership and support for campus staff, and provide and maintain crisis plans for all staff aligned with the District Crisis Management Plan. The District Crisis Management Team serves as the School Safety and Security Committee in compliance with Section 37.109 of the Education Code.**

A meeting of the Waxahachie ISD Crisis Management Team will be held on November 16, 2022, beginning at 11:30 AM within the large conference room of the Teaching, Learning & Innovation Department in the back of Coleman Junior High School located at 51 Northgate Dr., Waxahachie, TX 75165.

The subjects to be discussed or considered or acted upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice agenda.

#### **A. CALL TO ORDER.**

1. Announcement by presiding officer that a quorum is present, that the meeting has been duly called, and that notice of the meeting has been duly posted for time and manner required by law.
2. Consideration and approval of Minutes from previous meeting.

#### **B. CLOSED SESSION.**

1. Pursuant to Section 551.076 of the Government Code, the District Crisis Management Team will deliberate:
  - a. the deployment, and specific occasions for implementation, of security personnel and devices, in general and specifically in relation to the district's multi-hazard emergency operations plan (Crisis Management Plan) under 37.108 (a) of the Education Code;
  - b. the continuous exterior door audits, intruder audits and full tri-annual security audit of the district's facilities required under Section 37.108 (b) of the Education Code.

#### **C. RECONVENE TO OPEN SESSION – DISCUSSION ITEMS**

1. Discussion of continued development of SRO program and security team under the leadership of Waxahachie Police Department Lt. Josh Oliver.
2. Discussion of WISD's Safe and Supportive Schools Program and Behavior Threat Assessment Team under the leadership of Director of Campus and Student Services Jacob Perry.
3. General discussion regarding the continuous exterior door audits, intruder audits and full tri-annual security audit of the district's facilities required under Section 37.108 (b) of the Education Code.
4. Discussion regarding psychological first aid for schools training as required under Section 37.108(f)(6)(C)(i) of the Education Code.
5. Discussion of planned improvements and security upgrades and related potential grant-funded opportunities.
6. Discussion regarding return of employee access badges and keys following separation of employment.
7. Discussion and possible action to approve any items recommended in closed session.

**Notice of Regular Meeting of the WISD Crisis Management Team**

D. ADJOURN.

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on:

  
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For the District Crisis Management Team

Nov. 11, 2022  
9:03 A.M.