

**Minutes from Safety and Security Design Committee Meeting
December 10, 2020
Via Zoom**

Committee Members in Attendance:

Camille Porter, Victory Place
Brandon Girard, CHS
Joseph Smith, CMS West
Brandon McGill, CMS East
Rachel Schneider, Lakeside
Dr. Greg Axelson, Chief Operations Officer
Leigh Ann Howard, Richard J. Lee
Angela Brown, Communications
Melissa Caffrey, Crisis Counselor
Krixia Funa, Cottonwood Creek Elementary
Mary Myles-French, Canyon Ranch Elementary
Katie Hubbard, Parent
Jordan Muse, Wilson Elementary
Julie Dawes, Mockingbird
Melissa Warren, Lakeside
Nick Coenraad, CHS9
Annelise Ford, Town Center Elementary
Dr. Brad Hunt, Superintendent
Raheela Shaikh, New Tech High @ Coppell
Deputy David Sneed, CMS West SRD
Sgt. Byron Mitchell, Coppell Police Sergeant over SROs
Nichole Bentley, Board Trustee/President
Courtney Sinclair, CMS North
Amanda Sweeney, Pinkerton
Chelsea Price, Cottonwood Creek Elementary
Sheryl Dennehy, Valley Ranch Elementary
Rachael Freeman, Safety and Security Coordinator
Maricela Leon, Denton Creek Elementary

On Thursday, December 10, 2020 the Safety and Security Meeting was held virtually on Zoom and was called to order at 4:10 pm with a quorum.

- Introductions
 - Each committee member shared their name, title and campus or affiliation with the district.
- Advocacy Deck activity led by Dr. Axelson
 - The committee shared examples of redefining success on campuses.
- Re-Cap of 2019-2020

- Mrs. Freeman shared a recap of the accomplishments from the 2019-2020 school year.
 - Completed the District's Multi-Hazard Emergency Operations Plan (MH-EOP), Continuity of Operations Plan (COOP), Communicable Disease Annex (CDA), and Hazardous Materials Annex (HMA)
 - With the assistance of the Crisis Counselors, we recreated the District's Threat Assessment Team to be compliant with SB 11
 - Created the District's Safety Award Program.
 - Completed the 3 year Audit cycle (2017-2020) for the Texas School Safety Center/Region 10.
 - Safety blinds installed at Lee Elementary
 - Applied for a grant, and was awarded \$209,139 from TEA. Grant was used to purchase bullet resistant film at all campuses.
 - Installed metal SRP signs at all athletic arenas, stadiums, ball fields
 - Expanded vape detection sensors at CHS9, NTHS, and VP@C.
- Goals for 2020-2021
 - Dr. Axelson shared the goals for the 2020-2021 school year.
 - Expand vape detection sensors to include middle schools with the emphasis on education rather than punishment
 - Evaluate use of Navigate 360 and its effectiveness
 - Enhance security procedures at support buildings
 - Monthly, annual, & 3 year safety audits. I will complete those audits instead of Region 10.
 - Collaborated with SRO's/SRD's to create [a video](#). More videos to come.
- Breakout Room Activity - the committee divided into four breakout rooms to work on specific tasks including developing a statement of purpose for the committee, evaluated the use of Navigate 360, evaluated the use of Vape Detection Sensors, and the training and use of safety drills.
 - **Room 1** – Statement of Purpose - It is the purpose of the Coppell ISD Safety and Security Committee to collectively engage staff, students, and community in developing a safe working and learning environment, so that great teaching and authentic relationships can occur.
 - **Room 2** - Use of Navigate 360 - Campuses understand and use Navigate well. The Specials teachers and grouping of students in the system might need to be addressed.
 - **Room 3** – Use of Vape Detection Sensors - The system works well. The system has had detections this year. The campuses look forward to the expansion of the program to middle schools. The campuses have adjusted to having a teacher that can assist with catching the students in the area. The system can also signal when there is loud noise in the area. This is for anti-bullying.
 - **Room 4** – Drills - The drills are successful especially shelter in place and evacuation drills. The breakout room would like to consider reducing the number of drills for shelter in place and evacuation. The lockout and lockdown drills should continue at the same levels. The substitute procedures might need to be tightened. New

substitutes are needing additional assistance and training. Communication regarding drills are being handled differently on campuses. Some are using ParentSquare and some are using Navigate Prepared or campus-level newsletters from principals.

Communication about the drill is important to occur every time there is a drill.

- 1 evacuation drill each month is required if we are in school for 10 days or more.
 - 1 lockout a semester.
 - 2 lockdown a semester.
 - 1 shelter in place each semester.
- Additional reminders -
 - It is a State requirement to send out parent communication if a drill or real emergency occurs.
 - Make sure that exterior doors are NEVER propped or left open. Speak to students about the importance of never allowing someone into their campus. They have a huge role in school safety as well.
 - If you change a date on a LOCKDOWN drill, please check with RF prior to changing. Once a date is agreed upon, change it in both the google doc AND in Navigate.
 - Next meeting is March 4 at 4 pm. Zoom link will be sent out soon, with agenda and support documentation about 1-2 weeks prior.

Meeting ended at 4:52 pm.