

**BROOKESMITH INDEPENDENT SCHOOL DISTRICT  
SAFETY AND SECURITY COMMITTEE MINUTES – NOVEMBER 11, 2022**

**Board Members:** Terry Been, Chairman, Steve Mickelson, Bob Contreras,  
Rena Allgood, Kyle Admire, Cheryl Crawford, Ned Jennings,  
Sterling Dube, Lucretia Long, Barbie Jennings

Call to order, Establish a Quorum: 8:40 AM

- a. Roll call, Members Present/Members Absent, Establish a Quorum
- b. Members absent: Dearl Hardy, Tonya Mendieta
- c. Visitors present: None

**Explanation of purpose of meeting:**

**Review and respond to findings of a 9/13/22 Intruder Detection Audit Inspection by Mr. Tony Truelove on behalf of the Texas School Safety Center:**

- a. **The report erroneously indicated that we had an unsecured exterior door. *This error was noted and we do not have to responde with a corrective action plan.***
- b. **The campus had one or more classroom doors that were not closed or locked which is not in compliance with our written district policy; written administrative guidelines. As a result of this finding, the District School Safety Committee is required to meet and develop a plan to immediately train all campus staff and substitutes that all classroom doors must remain closed and locked. An in-person training must be conducted to review the findings of the Intruder Detection Audit and allow for staff to give feedback on how to improve school safety procedures around closing and locking classroom doors. This training must take place within 45 days from the date of the initial notification.**
- c. **No documentation of weekly exterior door sweeps was observed.**

**Corrective Actions:**

- 1. *Train staff and subsitutes to keep exterior doors locked. Training will be completed on November 11, 2022, for staff and substitutes during Staff Inservice. (See sign-in sheet).*
- 2. *Responsible staff were trained on September 15, 2022 for the findings.*
- 3. *A copy of the campus forms that document weekly door sweeps will be mailed on Monday, November 14, 2022 to the Texas School Safety Center.*







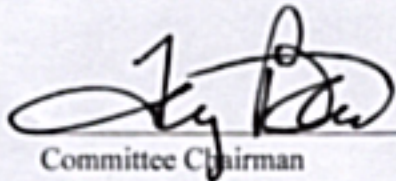
**Other items discussed by Committee:**

1. Order of more security bars for classrooms needs to be completed.
2. Discussion to frame in the computer room door to be a single door.  
Will make security for that particular room easier and more efficient.
3. Address Jr. High and High School students as to the importance of keeping all doors closed and locked; consequences for not doing what is required.
4. Address speakers that are needed in the Ag. and field house area.

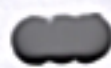
**Motion to adjourn meeting:**

*Motion by:* Crawford      *Second by:* Long  
*Approved:* 10              *Disapproved:* 0              *Abstained:* 0

**Adjourn:      10:15      AM**

  
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Committee Chairman





*[Faint, illegible handwritten text]*