

Name of School: Laurel Ridge	Address: 17720 Corporate Woods Dr, San Antonio TX 78259	Number of Employees: 8
Number of buildings on property:	1	
Presence of adequate communication equipment / cell phone coverage?	Yes	
Geographical Issue	None	If yes, where is this addressed in the EOP?
Which EMS provider services your campus/facility?	San Antonio Fire Department	
Is there an extended response for EMS services?	No	
Which Fire / HazMat services your campus/facility?	San Antonio Fire Department	
Is there an extended response for Fire / HazMat Services?	No	
Which Law Enforcement services your campus/facility?	San Antonio Police Department	
Is there an extended response for Law Enforcement?	No	
Are there any Chemical Plants that may impact the campus/facility?	No	
Are there any Pipelines that may impact the campus/facility?	No	
Are there any Power Plants (nuclear, ethanol, etc.) that may impact the campus/facility?	No	
Are there Railroad Tracks within 1000 yards of the campus/facility fence line?	No	
Staffing	Number (At the beginning of the School Year)	
Administrators	1	
Law Enforcement / SROs	0	
Substitute Teachers	0	
Instructional Assistant, Registrar	2	
Teachers	5	
Individuals with Disabilities or Access and Functional Needs	11 students	
Blindness or Visual Disabilities	0	
Cognitive or Emotional Disabilities	6	
Deafness or Hearing Loss	0	
Limited English Proficiency	1	
Medically Fragile Health (including asthma and severe allergies)	0	
Mobility / Physical Disabilities (permanent or temporary)	0	
Unaccompanied Minors	0	
Other		
The campus enrollment of students with disabilities and / or access and functional needs is (11). The campus staff requiring additional assistance is (0).		

Name of School: Methodist Children's Home	Address: 1111 Herring Ave, Waco TX 76708	Number of Employees: 18
Number of buildings on property:	3	
Presence of adequate communication equipment / cell phone coverage?	Yes	
Geographical Issue	None	If yes, where is this addressed in the EOP?
Which EMS provider services your campus/facility?	911 - AMR	
Is there an extended response for EMS services?	No	
Which Fire / HazMat services your campus/facility?	Waco Fire Department	
Is there an extended response for Fire / HazMat Services?	No	
Which Law Enforcement services your campus/facility?	Waco Police Department	
Is there an extended response for Law Enforcement?	No	
Are there any Chemical Plants that may impact the campus/facility?	No	
Are there any Pipelines that may impact the campus/facility?	No	
Are there any Power Plants (nuclear, ethanol, etc.) that may impact the campus/facility?	No	
Are there Railroad Tracks within 1000 yards of the campus/facility fence line?	No	
Other		
Staffing	Number (At the beginning of the School Year)	
Administrators	1	
Cafeteria Staff	0	
Custodial Staff	0	
Instructional Assistants	0	
Law Enforcement / SROs	0	
Substitute Teachers	0	
Support Staff	5	
Teachers	12	
Individuals with Disabilities or Access and Functional Needs	24 students	
Blindness or Visual Disabilities	0	
Cognitive or Emotional Disabilities	2	
Deafness or Hearing Loss	0	
Limited English Proficiency	11	
Medically Fragile Health (including asthma and severe allergies)	0	
Mobility / Physical Disabilities (permanent or temporary)	0	
Unaccompanied Minors	0	
Other		
The campus enrollment of students with disabilities and / or access and functional needs is (24). The campus staff requiring additional assistance is (0).		

Name of School: Munday	Address: 4800 Manor Rd, Austin, Texas 78723	Number of Employees: 4.5
Number of buildings on property:	1	
Presence of adequate communication equipment / cell phone coverage?	Yes	
Geographical Issue	None	If yes, where is this addressed in the EOP?
Which EMS provider services your campus/facility?	Austin Travis County EMS	
Is there an extended response for EMS services?	No	
Which Fire / HazMat services your campus/facility?	Travis County	
Is there an extended response for Fire / HazMat Services?	No	
Which Law Enforcement services your campus/facility?	Austin Police Department	
Is there an extended response for Law Enforcement?	No	
Are there any Chemical Plants that may impact the campus/facility?	No	
Are there any Pipelines that may impact the campus/facility?	No	
Are there any Power Plants (nuclear, ethanol, etc.) that may impact the campus/facility?	No	
Are there Railroad Tracks within 1000 yards of the campus/facility fence line?	No	
Other		
Staffing	Number (At the beginning of the School Year)	
Administrators	1	
Cafeteria Staff	0	
Custodial Staff	0	
Instructional Assistants	0	
Law Enforcement / SROs	0	
Substitute Teachers	0	
Support Staff	1	
Teachers	2.5	
Individuals with Disabilities or Access and Functional Needs	4 students	
Blindness or Visual Disabilities	0	
Cognitive or Emotional Disabilities	1	
Deafness or Hearing Loss	0	
Limited English Proficiency	0	
Medically Fragile Health (including asthma and severe allergies)	0	
Mobility / Physical Disabilities (permanent or temporary)	0	
Unaccompanied Minors	0	
Other		
The campus enrollment of students with disabilities and / or access and functional needs is (4). The campus staff requiring additional assistance is (0).		

Name of School: Olympia Hills	Address: 2122 Green Meadows Lane, Buda TX 78610	Number of Employees: 3
Number of buildings on property:	1	
Presence of adequate communication equipment / cell phone coverage?	Yes	
Geographical Issue	None	If yes, where is this addressed in the EOP?
Which EMS provider services your campus/facility?	Hays County EMS	
Is there an extended response for EMS services?	No	
Which Fire / HazMat services your campus/facility?	Buda Fire Department	
Is there an extended response for Fire / HazMat Services?	No	
Which Law Enforcement services your campus/facility?	Buda Police Department	
Is there an extended response for Law Enforcement?	No	
Are there any Chemical Plants that may impact the campus/facility?	No	
Are there any Pipelines that may impact the campus/facility?	No	
Are there any Power Plants (nuclear, ethanol, etc.) that may impact the campus/facility?	No	
Are there Railroad Tracks within 1000 yards of the campus/facility fence line?	No	
Other		
Staffing	Number (At the beginning of the School Year)	
Administrators	1	
Cafeteria Staff	0	
Custodial Staff	0	
Instructional Assistants	0	
Law Enforcement / SROs	0	
Substitute Teachers	0	
Support Staff	0	
Teachers	2	
Individuals with Disabilities or Access and Functional Needs	0 students	
Blindness or Visual Disabilities	0	
Cognitive or Emotional Disabilities	0	
Deafness or Hearing Loss	0	
Limited English Proficiency	0	
Medically Fragile Health (including asthma and severe allergies)	0	
Mobility / Physical Disabilities (permanent or temporary)	0	
Unaccompanied Minors	0	
Other		
The campus enrollment of students with disabilities and / or access and functional needs is (0). The campus staff requiring additional assistance is (0).		

Name of School: Pathfinders	Address: 20800 RR 150, Driftwood TX 78619	Number of Employees: 4
Number of buildings on property:	1	
Presence of adequate communication equipment / cell phone coverage?	Yes	
Geographical Issue	None	If yes, where is this addressed in the EOP?
Which EMS provider services your campus/facility?	Hays County EMS	
Is there an extended response for EMS services?	No	
Which Fire / HazMat services your campus/facility?	Hays County Fire Department	
Is there an extended response for Fire / HazMat Services?	No	
Which Law Enforcement services your campus/facility?	Hays County Sheriff	
Is there an extended response for Law Enforcement?	No	
Are there any Chemical Plants that may impact the campus/facility?	No	
Are there any Pipelines that may impact the campus/facility?	No	
Are there any Power Plants (nuclear, ethanol, etc.) that may impact the campus/facility?	No	
Are there Railroad Tracks within 1000 yards of the campus/facility fence line?	No	
Other		
Staffing	Number (At the beginning of the School Year)	
Administrators	1	
Cafeteria Staff	0	
Custodial Staff	0	
Instructional Assistants	0	
Law Enforcement / SROs	0	
Substitute Teachers	0	
Support Staff	0	
Teachers	3	
Individuals with Disabilities or Access and Functional Needs	10 students	
Blindness or Visual Disabilities	0	
Cognitive or Emotional Disabilities	6	
Deafness or Hearing Loss	0	
Limited English Proficiency	0	
Medically Fragile Health (including asthma and severe allergies)	0	
Mobility / Physical Disabilities (permanent or temporary)	0	
Unaccompanied Minors	0	
Other		
The campus enrollment of students with disabilities and / or access and functional needs is (10). The campus staff requiring additional assistance is (0).		

Name of School: Pathways	Address: 110 Youth Ranch Circle NW, Mountain Home, TX 78058	Number of Employees: 6
Number of buildings on property:	1	
Presence of adequate communication equipment / cell phone coverage?	Yes	
Geographical Issue	None	If yes, where is this addressed in the EOP?
Which EMS provider services your campus/facility?	Kerr County EMS	
Is there an extended response for EMS services?	No	
Which Fire / HazMat services your campus/facility?	Kerrville Fire Department	
Is there an extended response for Fire / HazMat Services?	No	
Which Law Enforcement services your campus/facility?	Kerrville Police Department	
Is there an extended response for Law Enforcement?	No	
Are there any Chemical Plants that may impact the campus/facility?	No	
Are there any Pipelines that may impact the campus/facility?	No	
Are there any Power Plants (nuclear, ethanol, etc.) that may impact the campus/facility?	No	
Are there Railroad Tracks within 1000 yards of the campus/facility fence line?	No	
Other		
Staffing	Number (At the beginning of the School Year)	
Administrators	1	
Cafeteria Staff	0	
Custodial Staff	0	
Instructional Assistants	0	
Law Enforcement / SROs	0	
Substitute Teachers	0	
Support Staff	2	
Teachers	3	
Individuals with Disabilities or Access and Functional Needs	19 students	
Blindness or Visual Disabilities	0	
Cognitive or Emotional Disabilities	14	
Deafness or Hearing Loss	0	
Limited English Proficiency	0	
Medically Fragile Health (including asthma and severe allergies)	0	
Mobility / Physical Disabilities (permanent or temporary)	0	
Unaccompanied Minors	0	
Other		
The campus enrollment of students with disabilities and / or access and functional needs is (19). The campus staff requiring additional assistance is (0).		

Name of School: Refuge	Address: Bastrop TX (undisclosed location)	Number of Employees: 4
Number of buildings on property:	1	
Presence of adequate communication equipment / cell phone coverage?	Yes	
Geographical Issue	None	If yes, where is this addressed in the EOP?
Which EMS provider services your campus/facility?	Bastrop County EMS	
Is there an extended response for EMS services?	No	
Which Fire / HazMat services your campus/facility?	Bastrop Fire Department	
Is there an extended response for Fire / HazMat Services?	No	
Which Law Enforcement services your campus/facility?	Bastrop Police Department	
Is there an extended response for Law Enforcement?	No	
Are there any Chemical Plants that may impact the campus/facility?	No	
Are there any Pipelines that may impact the campus/facility?	No	
Are there any Power Plants (nuclear, ethanol, etc.) that may impact the campus/facility?	No	
Are there Railroad Tracks within 1000 yards of the campus/facility fence line?	No	
Other		
Staffing	Number (At the beginning of the School Year)	
Administrators	1	
Cafeteria Staff	0	
Custodial Staff	0	
Instructional Assistants	0	
Law Enforcement / SROs	0	
Substitute Teachers	0	
Support Staff	1	
Teachers	2	
Individuals with Disabilities or Access and Functional Needs	4 students	
Blindness or Visual Disabilities	0	
Cognitive or Emotional Disabilities	2	
Deafness or Hearing Loss	0	
Limited English Proficiency	1	
Medically Fragile Health (including asthma and severe allergies)	0	
Mobility / Physical Disabilities (permanent or temporary)	0	
Unaccompanied Minors	0	
Other		
The campus enrollment of students with disabilities and / or access and functional needs is (4). The campus staff requiring additional assistance is (0).		

Name of School: Safe Haven	Address: 28158 SH 6, Hempstead TX 77445	Number of Employees: 4
Number of buildings on property:	1	
Presence of adequate communication equipment / cell phone coverage?	Yes	
Geographical Issue	None	If yes, where is this addressed in the EOP?
Which EMS provider services your campus/facility?	Hempstead Fire Dept	
Is there an extended response for EMS services?	No	
Which Fire / HazMat services your campus/facility?	Hempstead Fire Dept	
Is there an extended response for Fire / HazMat Services?	No	
Which Law Enforcement services your campus/facility?	Hempstead Police Department	
Is there an extended response for Law Enforcement?	No	
Are there any Chemical Plants that may impact the campus/facility?	No	
Are there any Pipelines that may impact the campus/facility?	No	
Are there any Power Plants (nuclear, ethanol, etc.) that may impact the campus/facility?	No	
Are there Railroad Tracks within 1000 yards of the campus/facility fence line?	No	
Other		
Staffing	Number (At the beginning of the School Year)	
Administrators	1	
Cafeteria Staff	0	
Custodial Staff	0	
Instructional Assistants	0	
Law Enforcement / SROs	0	
Substitute Teachers	1	
Support Staff	0	
Teachers	2	
Individuals with Disabilities or Access and Functional Needs	5 students	
Blindness or Visual Disabilities	0	
Cognitive or Emotional Disabilities	4	
Deafness or Hearing Loss	0	
Limited English Proficiency	1	
Medically Fragile Health (including asthma and severe allergies)	0	
Mobility / Physical Disabilities (permanent or temporary)	0	
Unaccompanied Minors	0	
Other		
The campus enrollment of students with disabilities and / or access and functional needs is (5). The campus staff requiring additional assistance is (0).		

Name of School: Seton St. PJ's	Address: 1115 Mission Rd, San Antonio TX 78210	Number of Employees: 5
Number of buildings on property:	1	
Presence of adequate communication equipment / cell phone coverage?	Yes	
Geographical Issue	None	If yes, where is this addressed in the EOP?
Which EMS provider services your campus/facility?	San Antonio Fire Department	
Is there an extended response for EMS services?	No	
Which Fire / HazMat services your campus/facility?	San Antonio Fire Department	
Is there an extended response for Fire / HazMat Services?	No	
Which Law Enforcement services your campus/facility?	San Antonio Police Department	
Is there an extended response for Law Enforcement?	No	
Are there any Chemical Plants that may impact the campus/facility?	No	
Are there any Pipelines that may impact the campus/facility?	No	
Are there any Power Plants (nuclear, ethanol, etc.) that may impact the campus/facility?	No	
Are there Railroad Tracks within 1000 yards of the campus/facility fence line?	Yes	Please refer to campus safety plan
Staffing	Number (At the beginning of the School Year)	
Administrators	1	
Law Enforcement / SROs	0	
Substitute Teachers	0	
Instructional Assistant, Registrar	2	
Teachers	2	
Individuals with Disabilities or Access and Functional Needs	2 students	
Blindness or Visual Disabilities	0	
Cognitive or Emotional Disabilities	1	
Deafness or Hearing Loss	0	
Limited English Proficiency	2	
Medically Fragile Health (including asthma and severe allergies)	0	
Mobility / Physical Disabilities (permanent or temporary)	0	
Unaccompanied Minors	0	
Other		
The campus enrollment of students with disabilities and / or access and functional needs is (2). The campus staff requiring additional assistance is (0).		

Name of School: Settlement Home	Address: 1600 Payton Gin Rd, Austin, Texas 78723	Number of Employees: 8
Number of buildings on property:	1	
Presence of adequate communication equipment / cell phone coverage?	Yes	
Geographical Issue	None	If yes, where is this addressed in the EOP?
Which EMS provider services your campus/facility?	Austin Travis County EMS	
Is there an extended response for EMS services?	No	
Which Fire / HazMat services your campus/facility?	Travis County	
Is there an extended response for Fire / HazMat Services?	No	
Which Law Enforcement services your campus/facility?	Austin Police Department	
Is there an extended response for Law Enforcement?	No	
Are there any Chemical Plants that may impact the campus/facility?	No	
Are there any Pipelines that may impact the campus/facility?	No	
Are there any Power Plants (nuclear, ethanol, etc.) that may impact the campus/facility?	No	
Are there Railroad Tracks within 1000 yards of the campus/facility fence line?	No	
Other		
Staffing	Number (At the beginning of the School Year)	
Administrators	1	
Cafeteria Staff	0	
Custodial Staff	0	
Instructional Assistants	0	
Law Enforcement / SROs	0	
Substitute Teachers	0	
Support Staff	3	
Teachers	4	
Individuals with Disabilities or Access and Functional Needs	21 students	
Blindness or Visual Disabilities	0	
Cognitive or Emotional Disabilities	14	
Deafness or Hearing Loss	0	
Limited English Proficiency	0	
Medically Fragile Health (including asthma and severe allergies)	0	
Mobility / Physical Disabilities (permanent or temporary)	0	
Unaccompanied Minors	0	
Other		
The campus enrollment of students with disabilities and / or access and functional needs is 21). The campus staff requiring additional assistance is (0).		

Name of School: SJRC	Address: 652 Old Bear Creek Rd, New Braunfels TX 78132	Number of Employees: 5
Number of buildings on property:	1	
Presence of adequate communication equipment / cell phone coverage?	Yes	
Geographical Issue	None	If yes, where is this addressed in the EOP?
Which EMS provider services your campus/facility?	Comal County EMS	
Is there an extended response for EMS services?	No	
Which Fire / HazMat services your campus/facility?	New Braunfels Fire Department	
Is there an extended response for Fire / HazMat Services?	No	
Which Law Enforcement services your campus/facility?	New Braunfels Police Department	
Is there an extended response for Law Enforcement?	No	
Are there any Chemical Plants that may impact the campus/facility?	No	
Are there any Pipelines that may impact the campus/facility?	No	
Are there any Power Plants (nuclear, ethanol, etc.) that may impact the campus/facility?	No	
Are there Railroad Tracks within 1000 yards of the campus/facility fence line?	No	
Other		
Staffing	Number (At the beginning of the School Year)	
Administrators	1	
Cafeteria Staff	0	
Custodial Staff	0	
Instructional Assistants	0	
Law Enforcement / SROs	0	
Substitute Teachers	0	
Support Staff	1	
Teachers	3	
Individuals with Disabilities or Access and Functional Needs	15 students	
Blindness or Visual Disabilities	1	
Cognitive or Emotional Disabilities	6	
Deafness or Hearing Loss	0	
Limited English Proficiency	0	
Medically Fragile Health (including asthma and severe allergies)	0	
Mobility / Physical Disabilities (permanent or temporary)	0	
Unaccompanied Minors	0	
Other		
The campus enrollment of students with disabilities and / or access and functional needs is (15). The campus staff requiring additional assistance is (0).		

Name of School: TNC	Address: 1106 West Dittmar Rd, Austin, Texas 78745	Number of Employees: 16
Number of buildings on property:	3	
Presence of adequate communication equipment / cell phone coverage?	Yes	
Geographical Issue	None	If yes, where is this addressed in the EOP?
Which EMS provider services your campus/facility?	Austin Travis County EMS	
Is there an extended response for EMS services?	No	
Which Fire / HazMat services your campus/facility?	Travis County	
Is there an extended response for Fire / HazMat Services?	No	
Which Law Enforcement services your campus/facility?	Austin Police Department	
Is there an extended response for Law Enforcement?	No	
Are there any Chemical Plants that may impact the campus/facility?	No	
Are there any Pipelines that may impact the campus/facility?	No	
Are there any Power Plants (nuclear, ethanol, etc.) that may impact the campus/facility?	No	
Are there Railroad Tracks within 1000 yards of the campus/facility fence line?	No	
Other		
Staffing	Number (At the beginning of the School Year)	
Administrators	1	
Cafeteria Staff	0	
Custodial Staff	0	
Instructional Assistants	0	
Law Enforcement / SROs	0	
Substitute Teachers	0	
Support Staff	4	
Teachers	11	
Individuals with Disabilities or Access and Functional Needs	57 students	
Blindness or Visual Disabilities	1	
Cognitive or Emotional Disabilities	47	
Deafness or Hearing Loss	0	
Limited English Proficiency	0	
Medically Fragile Health (including asthma and severe allergies)	0	
Mobility / Physical Disabilities (permanent or temporary)	0	
Unaccompanied Minors	0	
Other		
The campus enrollment of students with disabilities and / or access and functional needs is (47). The campus staff requiring additional assistance is (0).		

Name of School: University High School	Address: 2007 University Avenue, Austin, Texas 78705	Number of Employees: 2
Number of buildings on property:	1	
Presence of adequate communication equipment / cell phone coverage?	Yes	
Geographical Issue	None	If yes, where is this addressed in the EOP?
Which EMS provider services your campus/facility?	Austin Travis County EMS	
Is there an extended response for EMS services?	No	
Which Fire / HazMat services your campus/facility?	City of Austin	
Is there an extended response for Fire / HazMat Services?	No	
Which Law Enforcement services your campus/facility?	Austin Police Department	
Is there an extended response for Law Enforcement?	No	
Are there any Chemical Plants that may impact the campus/facility?	No	
Are there any Pipelines that may impact the campus/facility?	No	
Are there any Power Plants (nuclear, ethanol, etc.) that may impact the campus/facility?	No	
Are there Railroad Tracks within 1000 yards of the campus/facility fence line?	No	
Other		
Staffing	Number (At the beginning of the School Year)	
Administrators	1	
Cafeteria Staff	0	
Custodial Staff	0	
Instructional Assistants	0	
Law Enforcement / SROs	0	
Substitute Teachers	0	
Support Staff	0	
Teachers	1	
Individuals with Disabilities or Access and Functional Needs	3 students	
Blindness or Visual Disabilities	0	
Cognitive or Emotional Disabilities	1	
Deafness or Hearing Loss	0	
Limited English Proficiency	0	
Medically Fragile Health (including asthma and severe allergies)	0	
Mobility / Physical Disabilities (permanent or temporary)	0	
Unaccompanied Minors	0	
Other		
The campus enrollment of students with disabilities and / or access and functional needs is (3). The campus staff requiring additional assistance is (0).		

Name of School: Unlimited Visions Aftercare	Address: 907 Preston Rd, Pasadena TX 77503	Number of Employees: 6
Number of buildings on property:	1	
Presence of adequate communication equipment / cell phone coverage?	Yes	
Geographical Issue	None	If yes, where is this addressed in the EOP?
Which EMS provider services your campus/facility?	Pasadena Fire Department	
Is there an extended response for EMS services?	No	
Which Fire / HazMat services your campus/facility?	Pasadena Fire Department	
Is there an extended response for Fire / HazMat Services?	No	
Which Law Enforcement services your campus/facility?	Pasadena Police Department	
Is there an extended response for Law Enforcement?	No	
Are there any Chemical Plants that may impact the campus/facility?	No	
Are there any Pipelines that may impact the campus/facility?	No	
Are there any Power Plants (nuclear, ethanol, etc.) that may impact the campus/facility?	No	
Are there Railroad Tracks within 1000 yards of the campus/facility fence line?	No	
Other		
Staffing		
	Number (At the beginning of the School Year)	
Administrators	1	
Cafeteria Staff	0	
Custodial Staff	0	
Instructional Assistants	0	
Law Enforcement / SROs	0	
Substitute Teachers	0	
Support Staff	1	
Teachers	4	
Individuals with Disabilities or Access and Functional Needs	3 students	
Blindness or Visual Disabilities	0	
Cognitive or Emotional Disabilities	3	
Deafness or Hearing Loss	0	
Limited English Proficiency	0	
Medically Fragile Health (including asthma and severe allergies)	0	
Mobility / Physical Disabilities (permanent or temporary)	0	
Unaccompanied Minors	0	
Other		
The campus enrollment of students with disabilities and / or access and functional needs is (3). The campus staff requiring additional assistance is (0).		

Name of School: <i>UT Elementary</i>	Address: 2200 East 6 th Street, Austin Texas 78702	Number of Employees: 38
Number of buildings on property:	10	
Presence of adequate communication equipment / cell phone coverage?	Yes	
Geographical Issue	None	If yes, where is this addressed in the EOP?
Which EMS provider services your campus/facility?	<i>Austin Travis County EMS</i>	
Is there an extended response for EMS services?	No	
Which Fire / HazMat services your campus/facility?	<i>Austin Travis County</i>	
Is there an extended response for Fire / HazMat Services?	No	
Which Law Enforcement services your campus/facility?	UT Police Department and Austin Police Dept	
Is there an extended response for Law Enforcement?	No	
Are there any Chemical Plants that may impact the campus/facility?	No	
Are there any Pipelines that may impact the campus/facility?	No	
Are there any Power Plants (nuclear, ethanol, etc.) that may impact the campus/facility?	No	
Are there Railroad Tracks within 1000 yards of the campus/facility fence line?	Yes	Refer to section on train derailment
Staffing	Number (<i>At the beginning of the School Year</i>)	
Administrators	2	
Cafeteria Staff	3	
Custodial Staff	2	
Instructional Assistants	4	
Law Enforcement / SROs	0	
Substitute Teachers	2	
Support Staff	5	
Teachers	25	
School Counselor	1	

School Nurse	1
Individuals with Disabilities or Access and Functional Needs	53 students
Blindness or Visual Disabilities	
Cognitive or Emotional Disabilities	5
Deafness or Hearing Loss	0
Limited English Proficiency	51
Medically Fragile Health (including asthma and severe allergies)	0
Mobility / Physical Disabilities (permanent or temporary)	0
<i>Unaccompanied Minors</i>	0
<i>Other</i>	
The campus enrollment of students with disabilities and / or access and functional needs is (53).	
The campus staff requiring additional assistance is (0).	

APPENDIX 13: FAMILY REUNIFICATION PLAN

Overview

Please refer to the attached Family Reunification Plan. This plan describes the reunification services that will be provided by The University of Texas Charter School System to assist children in its custody, who have been separated from their parents/legal guardians, to re-establish contact with their families under circumstances that are strictly controlled. The plan provides guidance and procedures to manage resources at the district level. It is important to note that organizations serving children exist at the local, state, and federal level that can provide vital support and resources for reunification services before, during, and after a disaster in the impacted areas. Sharing this plan and conducting regular drills and exercises in accordance with the district's Multi-hazard Emergency Operation Plan will ensure that coordination occurs with local and state partners when UTCSS's resources are overwhelmed.

APPENDIX 14: UTCSS CRISIS MANAGEMENT PLAN

Overview

The UTCSS Crisis Management Plan is a comprehensive plan which describes the Critical Incident Response Team (CIRT) and their main functions. The plan addressed support personnel and resources. The Crisis Management Plan also describes the Levels of Critical Incidence and the District Communication Flow Chart. This plan also describes a Succession Plan and Administrator's checklist for each critical incident. The crisis plan also addressed the key responsibilities of Administrators and the specific services and supports of the CIRT Team. There are also specific resources for assisting both students and staff during a crisis response.

APPENDIX 15: UT-AUSTIN EMERGENCY OPERATIONS PLAN

Overview

The UTCSS multi-hazard Emergency Operations Plan (EOP) is a supplement to The University of Texas at Austin Emergency Operation Plan. These two plans and their supporting documents (individualized campus safety plans) provide a framework that outlines the UTCSS's intended approach to managing emergencies and disasters of all types and should be regarded as guidelines rather than performance guarantees.

APPENDIX 16: RESPONDING TO ACTIVE SHOOTER EMERGENCY

Overview

Lockdown is called for an active shooter situation where there is a threat or hazard **inside** the school building. Lockdown uses classroom and school security actions to protect students and staff from threat.

Notification (public address on intercom): Staff and Students will hear “**Locks, Lights, Out of Sight!**” twice in succession.

Actions: The Lockdown requires locking individual classroom doors, offices, and other securable areas of the school. The Lockdown also requires moving room occupants out of “line of sight” of corridor windows and having room occupants maintain silence.

For campuses with a silent alarm system, a UTCSS staff will trigger the alarm notifying first responders and UT Police. As part of the UT-Austin EOP, a systems-wide alert is immediately sent out to all UTCSS staff via text message.

Parents/guardians are immediately notified through messaging system as designated by individual campus (i.e. ClassDojo, Remind, etc.).

The Lockdown procedures involves locking individual classroom doors, offices and other securable areas, moving room occupants **out of line of sight** of windows. Students and staff remain silent and out of sight by locating themselves at a point in the classroom where they can no longer see out windows and doors.

There should be no responses to knocks on door from either students or staff during a Lockdown until the arrival of first responders.



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

- Move away from sight
- Maintain silence
- Do not open the door

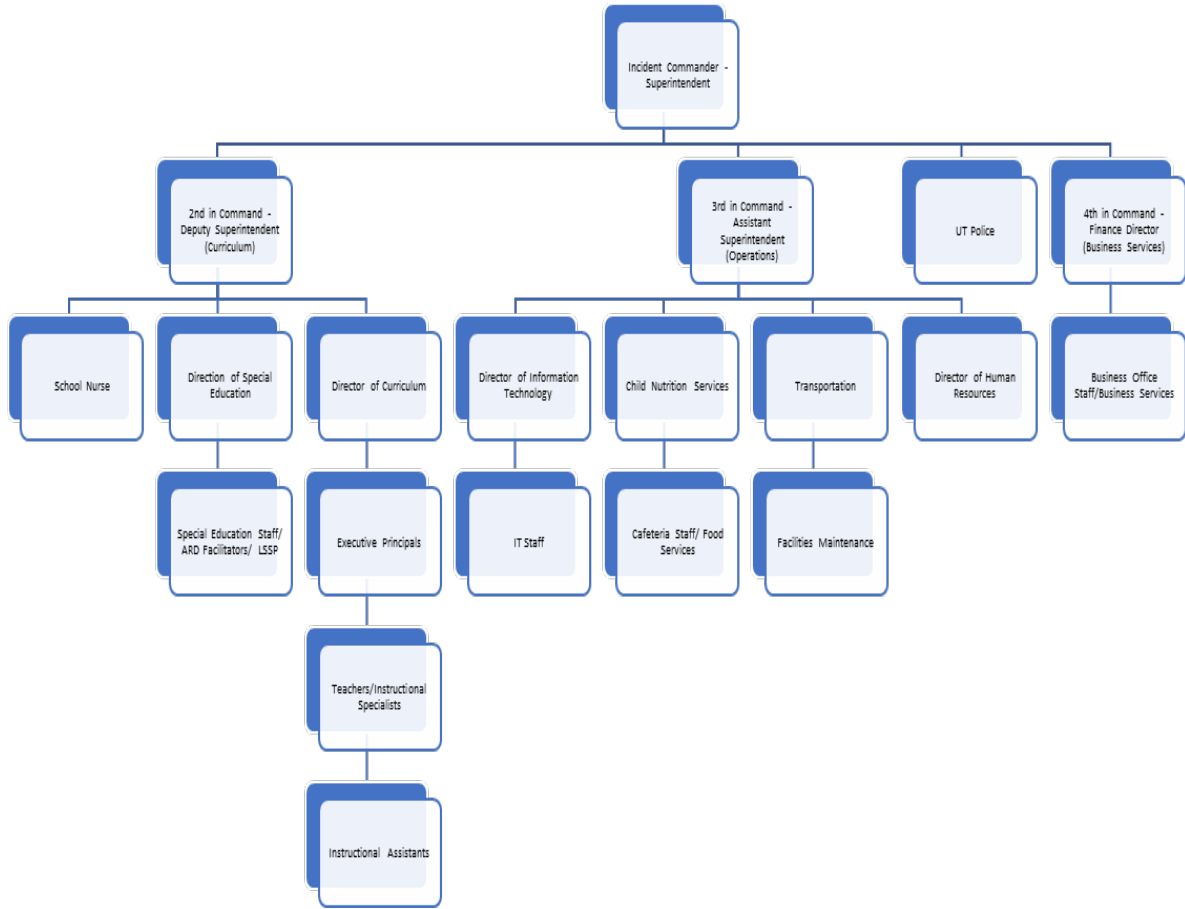
ADULTS

- Recover students from hallway if possible
- Lock the classroom door
- Turn out the lights
- Move away from sight
- Maintain silence
- Do not open the door
- Prepare to evade or defend

The UTCSS prohibits active shooter drills from simulating actual shootings. The UTCSS will provide notice to parents/guardians including the date and content of the active shooter drill. Additionally, there will be an announcement to faculty and students that an active shooter drill (Lockdown drill) is about to start. The UTCSS has established age-appropriate standards that has

been developed by a team of teachers, mental health professionals, law enforcement officers, and others that incorporate trauma-informed practices to address the well-being of students participating in the drill, and provides for tracking data regarding efficiency and impact of the active shooter drills.

APPENDIX 17: INCIDENT CHAIN OF COMMAND



APPENDIX 18: TRAIN DERAILMENT PLAN

Overview

For campuses located within 1,000 yards of a railroad track, a train derailment plan is included in the individual campus safety plan. Preparedness-Preparedness involves actions designed to save lives and minimize damage. It includes planning and training prior to an incident.

All responders should review and update the plan as needed based on exercises, emergency response or changes in policy. Emergency response begins as soon a rail emergency is identified or reported. When 911 is notified of a rail emergency they will immediately make notifications. The first responder on scene makes a preliminary assessment and notifies the dispatcher with all information available. The 911 dispatcher will immediately notify agencies according to the established protocol. The first arriving from the city or state emergency operations will become the Incident Commander and will direct all emergency response actions until relieved as the Incident Commander.

The Incident Commander assesses the need for additional resources. The Incident Commander will establish a command post and request agency representatives from the responding Fire Department and EMS and appoint command and general staff as appropriate. In conjunction with the Incident Commander, law enforcement will set up security and establishes access and traffic control. The first qualified EMS provider at the scene shall assume EMS command and in conjunction with the Incident Commander, set-up the EMS incident command structure in accordance with a mass casualty incident plan. The Incident Commander will instruct emergency response personnel to not move property and debris associated with the wreckage unless there is imminent danger of items being destroyed, or unless they inhibit access to passenger rescue.

In the event of a train derailment, students will be immediately evacuated to the main building and wait for the city, state and local authorities to assess the danger involving debris that may pose a threat or harm to students and staff. Students will be evacuated to the following areas if the Incident Commander determines it is safe to remain on campus. If the Incident Commander determines that the campus must be relocated, all staff and faculty will be relocated to the nearest pre-designated location per the individual campus safety plan. If a train derailment was much closer and threatening the school, then an evacuation could be ordered. An evacuation will also be necessary if authorities determines that there needs to be an evacuation zone and the school falls within it. Parents will also be heading to pick up their children and the school faculty will be responsible for the accountability of the students leaving and controlling the pickup zones.

University of Texas Charter School System **Continuity of Operations Plan**



RECORD OF CHANGES

Change #	Date of Change	Change Entered By	Change Notes	Location/Section of Change
Example	XX/XX/XXXX	John Doe	Updated Hazard Assessment	Section XX.X
1.	07/15/2020	Autumn Leal	Updated Hazard Assessment	See EOP
2.	4/26/2021	Autumn Leal	Updated COOP	Pages 1-7
3.	5/01/2021	Autumn Leal	Updated COOP	Pages 8-16
4.	5/24/2021	Autumn Leal	Updated COOP	Pages 17-19
5.	5/25/2021	Autumn Leal	Updated COOP	Pages 20-26
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				

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OVERVIEW

A Continuity of Operations Plan, or "COOP," is an effort within the University of Texas Charter School System (UTCSS) to ensure that essential functions continue to be performed during a wide range of disruptions to routine operations, including localized infrastructure outages and natural, technological, or human-caused disasters. This COOP planning template provides a basic outline for continuity of operations program development. This COOP and documentation herein is reflective of and supports the UTCSS's Emergency Operations Plan (EOP).

The Continuity of Operations Plan also includes continuity guidance for each district level department, district facility and campus. As a document developed in close collaboration with the district emergency management program, the COOP uses a "multi-hazards" approach to program development and an integrated approach to continuity incident management. The UTCSS is committed to maintaining and rapidly restoring essential services to students, faculty, and staff in the event of an emergency or disaster. In the event of facility damage or if essential functions are disrupted, it is imperative that functions and services be resumed as quickly as possible. Support for resuming essential functions and services includes consideration for staffing, educational/instructional programs, student support, alternate facilities, records, equipment/supplies, and vendors/contracts.

CAMPUS & DEPARTMENT CONTINUITY PROGRAMS

Key personnel who are relocated under this plan are collectively known as the *Emergency Relocation Group*. Upon activation, these team members will deploy to employee home offices if the primary facility is compromised. Upon arrival, continuity personnel will establish an operational capability and perform essential functions within 12 hours from the time of the activation of the COOP, for up to a 30-day period or until normal operations can be resumed.

Each Campus Administrator and Department Manager is responsible for Campus or Department Continuity Programs including development of operating guidelines and job aids to support essential functions, staff contact lists, coordinating continuity operations when activated, and completing training and testing as appropriate.

Department specific plans are developed to facilitate the continuity and recovery process for the following District departments:

Business Services	Academics and Professional Development
Superintendent's Office	Technology
Human Resources	Food Service/Child Nutrition
Transportation	Special Education
Facilities/Custodial	School Nursing Services
Operations	

ESSENTIAL FUNCTIONS

A critical step in developing a COOP is identifying the district's essential functions, their associated key personnel, and supporting critical systems/processes that must be sustained.

While all functions are important, each activity may not be an essential function that must be continued in a disruption.

Steps in identifying essential functions are:

1. Identify departmental and campus functions.
2. Determine essential functions - functions that have one or more of these attributes:
 - Has direct, immediate effect in preventing loss of life, personal injury, or loss of property.
 - Is essential for teaching and maintaining the educational environment.
 - Provides vital support to essential function(s) of another department.
 - Is required by law.
 - Must be continued under all circumstances.
 - Cannot suffer a significant interruption.
3. Prioritize these essential functions and list below.
4. Identify staff responsible for performing essential function by job title.
5. Identify the vital record and record location for each essential function.
6. Determine the duration of time that a function or service can be interrupted before it must be restored to an acceptable level of operation.



				Function Restoration Needed Within....			
Essential Function	Person(s) Responsible (by Position Title)	Essential Records or IT Systems Needed	Location of Record (Network, Cabinet)	0-24 Hrs.	2-3 Days	1 Week	Beyond
Emergency and Continuity Incident Management Coordination	Superintendent	District COOP and EOP, Continuity Staff Contact Information	Electronic Database and Hard Copies in Office/ EOC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Re-establish curriculum delivery for affected campus(es) via home delivery using distance-learning resources	Curriculum and Instruction personnel; Education Support personnel	Education delivery technology; alternate classroom space or virtual curriculum delivery system	Shared Electronic Database	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Re-establish essential business services; Continue the processing of timesheets and pay checks	Business Manager, Business Office personnel	Access to Work Day system, internet technology	District server, Work Day system	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Re-establish food and nutrition services; free and reduced cost meals	Child Nutrition personnel, Operations personnel	TX-UMPS system, internet technology	Website with secure login	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Re-establish communication among staff, parents, and students	Superintendent, Principals, Operations personnel	UT email, Zoom, TEAMS, internet technology, phone	Web technology applications, email	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Re-establish safe, secure, and support school	Superintendent, Principals, Operations	Classroom space, school nursing,	Classroom space, school health clinic, counseling space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Will vary based on situation;

environments on-campus	personnel, Teachers	counseling services					2 weeks or more
Re-establish grading and ability for students to earn credits towards course completion	Principals, Curriculum and Instruction personnel, Teachers	District approved web platforms, PLATO, TEAMS, Zoom, internet technology	Web platforms and technology with secure login	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

District functions and services not deemed essential may be suspended to focus personnel and resources on essential functions during large scale or long-term disruption incidents.

IDENTIFICATION OF CONTINUITY PERSONNEL

During an event requiring activation of the COOP, emergency employees and other special categories of employees will be activated by the Superintendent or designee to perform assigned response duties. One of these categories is continuity personnel, which can include Continuity Incident Command Team Members, workers responsible for Essential Function Continuity Operations, Curriculum Coordinators and Support Staff.

In order to support continuity of operations, individuals assigned to support these operations must be knowledgeable about their roles and responsibilities and have the proper access, equipment, and skills. The chart below identifies key continuity staffing needs. Contact information for each staff member filling these roles is critical and should be kept updated under separate cover for privacy purposes.

The District also maintains a list of individuals who are trained and certified to support educational activities if assigned teachers and/or administrators are unavailable to support their routine or educational continuity activities.

Essential Function	Minimum Staffing Requirements	Continuity Strategy/Shifts	Support Staff Requirements Number/Type	Total Staff
District Continuity Incident Management	4 staff: Incident Commander (IC) which is the Superintendent, Deputy Superintendent, Assistant Superintendent,	4 staff day shift, Superintendent and Assistant Superintendent night shift	Operations/Facility Restoration x 1 Academic Support/Community Engagement x 1 District Budget/Finance/	4 executive incident management staff; 4 support staff



	and Business Manager		Procurement Staff x 1 Administrative Support x 1	
Information Technology support for district operations and online learning	Director of IT, Systems Administrator	4 staff during day; 1 staff on call at night as needed	Senior Desktop Support Specialist x 1 Desktop Support Specialist x 1	4 staff
Academic instruction/educational delivery	Deputy Superintendent, Director of Academics, Principals	131 staff during day; 1 staff on call at night	Teachers x 92 Instructional Assistants x 26	131 staff
Business services/budget/procurement	Business Manager, Senior Administrative Associate	3 staff during day	Senior Administrative Support Person x 1	3 staff
Child nutrition services/free and reduced cost meals	Assistant Superintendent of Operations, Senior Administrative Associate	5 staff during day	Senior Administrative Associate x 1 Executive Chef x 1 Sous Chef x 1	5 staff
Transportation services	Assistant Superintendent of Operations; Business Manager	3 staff during day	Senior Administrative Associate x 1	3 staff
Special Education instructional services and supports	Special Education Director, Assistant Special Education Director	28 staff during day	ARD Facilitators x 4 Lead Special Education Teachers x 22	28 staff

TRAINING, TESTING, AND EXERCISES

The District has established an effective Training, Testing, and Exercise (TT&E) program to support the organization's preparedness and validate the continuity capabilities, program, and ability to perform essential functions during an emergency. The testing, training, and exercising of continuity capabilities is essential to demonstrating, assessing, and improving the district's ability to execute the continuity program, plans, and procedures.

- **Training** familiarizes continuity personnel with their roles and responsibilities in support of the performance of essential functions during a continuity event.
- **Tests and exercises** serve to assess, validate, or identify for subsequent correction, all components of continuity plans, policies, procedures, systems, and facilities used in response to a continuity event. Periodic testing also ensures that equipment and procedures are kept in a constant state of readiness.

The District performs TT&E events at regular intervals, as shown in the table below.

Continuity Training & Exercise Requirements	Monthly	Quarterly	Annually	As Required
Train continuity personnel on roles and responsibilities.			✓	
Train district/campus leadership on essential functions.			✓	
Test alert, notification, and activation procedures for all continuity personnel.		✓		
Conduct assessment of district/campus continuity TT&E programs and continuity plans and programs.			✓	
Test capabilities to perform essential functions.			✓	
Test Annexes for recovering vital records, critical information systems, services, and data.			✓	
Conduct continuity awareness briefings or orientation for UTCSS staff.			✓	
Test internal and external interdependencies with respect to performance of essential functions.			✓	
Ensure training on the Campus Emergency Designation Forms			✓	
Allow opportunity for continuity personnel to demonstrate familiarity with continuity plans and procedures and demonstrate district/campus capability to continue essential functions.			✓	
Train personnel on all reconstitution procedures.			✓	
Conduct an exercise that incorporates the movement of continuity personnel to continuity facilities.			✓	
Discuss COOP at Superintendent Cabinet Meetings			✓	
Report findings of all annual assessments to the Superintendent.			✓	



Continuity Training & Exercise Requirements	Monthly	Quarterly	Annually	As Required
Conduct successor training for all district/campus personnel who assume the authority and responsibility of the district/campus leadership if that leadership is incapacitated or becomes otherwise unavailable during a continuity situation.			✓	
Conduct staff briefings on continuity plans that involve using existing facilities, relocating to continuity facilities, or shifting to virtual (home) offices.				✓
Test capabilities for protecting classified and unclassified vital records and for providing access to them from the continuity facility.			✓	
Train on continuity operations, addressing how the district/campus will identify and conduct its essential functions during a disaster or in the aftermath of a catastrophic emergency.			✓	
Allow opportunity to demonstrate intra- and interagency continuity communications capability.				✓
Allow opportunity to demonstrate back-up data and records required for supporting essential functions at continuity facilities are sufficient, complete, and current.				✓
Train on the identification, protection, and ready availability of electronic and hard copy documents, references, records, information systems, and data management software and equipment needed to support essential functions during a continuity situation for all staff involved in the vital records program.			✓	
Test and validate equipment to ensure internal and external interoperability and viability of communications systems.	✓			

The UTCSS formally documents all conducted continuity TT&E, including the event date, type, and participants. Documentation should include test results, feedback forms, participant questionnaires, and other documents resulting from the event. Continuity TT&E documentation for the district is managed by the Assistant Superintendent of Operations and is found at the Administration Building. Further, the UTCSS conducts a comprehensive debriefing after each exercise, which allows participants to identify systemic weaknesses in plans and procedures and recommend revisions to the district/campus continuity annex.

TT&E Documentation

Event	Event Type and Purpose	Date	Confirmation Initials or Signature
Test alert, notification, and activation procedures for all continuity personnel.	Test and validate equipment to ensure internal and external interoperability and viability of communications systems	4/13/2021	ALS
Test phone intercom alert system	Tested phone alert system for active shooter drill	5/04/2021	ALS
Participants	Office	Phone/Email	Location
Executive Leadership/ Main District Office Administrative Staff	Site USX (Main District Building/UTES Campus)	512.699.5142 autumn_leal@austin.utexas.edu	USX

HUMAN RESOURCES

It is important that all UTCSS staff, especially individuals not identified as continuity personnel, stay informed and accounted for during a continuity event. The District has established procedures for contacting and accounting for employees, including their operating status, in the event of an emergency.

UTCSS employees are expected to remain in contact with their direct supervisor during any facility closure or relocation situation.

The UTCSS will provide staff with guidance in order to continue essential functions during an emergency. The UTCSS may use any of the following methods to communicate with staff during a continuity event:

- Microsoft TEAMS
- Live employee briefings via an online meeting (i.e. Zoom)
- Telephonic contact (voice, text) via a phone tree system
- Other forms of communication as necessary.
- UTCSS website

Accounting for all UTCSS personnel during a continuity event is of utmost importance. To account for all staff, the UTCSS will access the checklist of all continuity personnel in the Go Kit and attempt to contact personnel that are unaccounted for. Accountability information is reported to the Superintendent at 2 hour increments. The Superintendent's Office has the responsibility of attempting contact with those individuals who are unaccounted for.

An event that requires the activation of the COOP may personally affect district staff. Therefore, the Operations Staff have the responsibility to create provisions and procedures to assist all staff, especially those who are disaster victims, with special human resource concerns following a catastrophic disaster.

HUMAN RESOURCE CONSIDERATIONS

The UTCSS continuity program, annexes, and procedures incorporate existing district/campus-specific guidance and direction for human resource management, including guidance on pay, leave/time off, work scheduling, benefits, remote telework, hiring and termination, authorities, and flexibilities. The Assistant Superintendent of Operations has the responsibility for district human resource related issues.

The Superintendent Office works closely with the Assistant Superintendent of Operations to resolve human resource issues related to continuity activities. The Human Resources Manager serves as the district liaison to work with the Assistant Superintendent of Operations when developing or updating the district's Emergency Operations Plan.

CONCEPT OF OPERATIONS

The Concept of Operations section explains how the district will implement its continuity plan, and specifically, how it will address each continuity element. The UTCSS's continuity implementation process should include the following **four phases: readiness and preparedness, activation, continuity operations, and reconstitution.**

A. Readiness and Preparedness Phase

The UTCSS will participate in the full spectrum of readiness and preparedness activities to ensure personnel can continue essential district functions in a multi-hazard environment. The UTCSS's readiness activities are divided into two key areas:

- District readiness and preparedness
- Individual Campus readiness and preparedness

1. District Readiness and Preparedness

The UTCSS Superintendent's Office is the lead entity for developing and maintaining overarching district disaster readiness and preparedness plans and training including (but not limited to):

- Hazard Identification and Risk Assessment (HIRA)

- District Emergency Operations Plan (EOP)
- Assisting district departments and campuses to develop and maintain their site-specific emergency operations plans and procedures
- Coordinating emergency management training for personnel

2. Campus Readiness and Preparedness

UTCSS personnel will prepare for a continuity event and plan in advance for what to do in an emergency. UTCSS personnel will also be encouraged to develop a Family Emergency Plan to increase personal and family preparedness.

B. Activation Phase

To ensure the ability to attain operational capability at alternate facilities and with minimal disruption to operations, UTCSS will execute activation plans as described in the following sections.

1. Decision Process Matrix

The UTCSS COOP will be activated by the Superintendent, or designee, based on a hazard or an emergency directed at the district.

If an incident only affects a single UTCSS campus, the executive principal of that campus has the authority to activate their campus continuity procedures, but they must communicate the activation to the Superintendent as soon as it is possible to do so.

The activation of the COOP is a situation-driven process that allows flexible and scalable responses to multi-hazard incidents that could disrupt operations with or without warning and during work or non-work hours. Activation of the COOP will not be required for all emergencies or disruptions, since other actions may be more appropriate.

The decision to activate the UTCSS's COOP and related actions will be tailored for the situation and based on projected or actual impact. There may or may not be advanced warning, depending on the disaster. To support the decision-making process regarding plan activation, key organization personnel will use the decision matrix below.



Decision Matrix for Continuity Plan Implementation		
	Business Hours	Non-Business Hours
Event <u>with</u> Warning	<ul style="list-style-type: none"> • Is the hazard aimed at the facility or campus area? • Is the hazard aimed at campus personnel? • Are employees unsafe remaining in the facility and/or campus area? 	<ul style="list-style-type: none"> • Is the hazard aimed at the facility or campus area? • Is the hazard aimed at campus personnel? • Who should be notified of the hazard? • Is it safe for employees to come to work the next day?
Event <u>without</u> Warning	<ul style="list-style-type: none"> • Is the facility/campus affected? • Are personnel affected? Have personnel safely evacuated or are they sheltering-in-place? • What are instructions from first responders? • How soon must the district be operational? 	<ul style="list-style-type: none"> • Is the facility/campus affected? • What are instructions from first responders? • How soon must the district be operational?

As the decision authority, the UTCSS Superintendent (or their designee) will be kept informed of the situation and will evaluate all available information relating to:

- Direction and guidance from local/state/federal emergency authorities.
- Incident status of on-campus institutions.
- The health and safety of personnel.
- The ability to execute essential functions.
- Changes in hazard advisories.
- Intelligence reports.
- The potential or actual effects on campus power infrastructure, communications/information systems, office facilities, and other vital equipment.
- The expected duration of the emergency situation.

2. Alert and Notification Procedures

The University of Texas Charter School System maintains plans and procedures for communicating and coordinating activities with personnel before, during, and after a continuity event.

Before an event, personnel in UTCSS will monitor potential hazard information, including (but not limited to):

- Relevant social media and news outlets.
- NOAA/National Weather Service
- Intelligence provided by local/state/federal public safety agencies.