SSSC Meeting Minutes

Call to Order	Committee	Date of Meeting
11:00 am by Dr. Eboni Ceasar (Co-Chair)	School Safety and Security	July 29, 2026
Adjournment	**Recorder**	**Date of Next Meeting**
11:53 am by Starla Simmons (Co-Chair)	Dr. Autumn Leal	October 21, 2026

In Attendance	**Dr. Eboni Ceasar** Co-Chair	**Starla Simmons** Co-Chair	**Dr. Nicole Whetstone** UTCSS Superintendent	**Dr. Autumn Leal** UTCSS Assistant Superintendent
	Jenny Davis UT PK-12 Director of Finance	**Dr. Debra Cantu** Executive Director	**Kathy Armenta** UT-UCS Advisory Board	**Dr. Jennifer Maedgen** UT-UCS Advisory Board
	Derek Trabon UT Emergency Management	**Ryan Baldwin** UT College of Education	**Bob Micks** UT PK-12 Human Resources	**Dr. Janina Roberts** UTCSS Director of Special Programs
	Edwin Baez UTES Parent	**Mary King** UTUCS Teacher	**Thelma Herrera** UTES Teacher	**Rae Ann Banda** Parent
	Dr. Lara Wilder UTES Principal	**Caris Vollentine** UTCSS Operations	**Alec Villalobos** UTPD	**Andrea Menchaca** UTCSS Social Worker
	Barry Bacom UTHS Special Programs Director	**Megan Phillips** UT Emergency Management	**Dr. Cinthia Salinas** UTHS Management Board	**Dr. Michael Caudill** UTHS Superintendent
	Derek Trabon UT Emergency Management	**Morgan Kruse** UTES Parent	**Dr. Laura Estep** UT Elementary Management Board	
Not In Attendance	**Dr. Jane Gray** UT-UCS Board Member	**Joyce Jurado** UTES Parent		
Special Guests	**Greg O'jeda** UTPD	**Mike Jones** UTPD		

TOPIC	DISCUSSION/RECOMMENDATIONS/CONCLUSIONS	ACTION & OUTCOMES
Announcements/Committee Purpose	• A quorum was confirmed and the meeting was brought to order by Dr. Ceasar at 11:00 am; Meeting recorded on Zoom. • All committee members and special guests were introduced. • The purpose of the committee is to participate in the development and implementation of the emergency operation plans (for both districts) and to provide input into campus safety planning and the security audits. • The district has established a School Safety and Security Committee with members with expertise, to the greatest extent possible, in all categories listed in §37.109(a-1).	N/A
Citizen Comments	• There are no requests for citizen comments or submissions to the School Safety Internet Comment Portal to review.	N/A

Action Items for Consideration by Consent	• A motion was made by Dr. Maedgen and a second motion was made by Mr. Trabon to approve the following:
	  ○ Minutes from the meeting held on February 18, 2026
	  ○ Approval of the EOP & Reunification Annex for UT-UCS
	  ○ Approval of the EOP & Reunification Annex for UT Elementary
	• All present (see roster) were in agreement and there were no nays and no abstentions from voting.
	• The motion passed.
		Motion passed

Action Item	• A motion was made by Dr. Leal to consider the approval of the Personal Protective Equipment (PPE) Inventory. The district inventory list was included in the meeting packet for committee members to review.
	  ○ A second to approve the inventory was offered by Ms. King. All present (see roster) were in agreement and there were no nays and no abstentions from voting.
	  ○ The motion passed.
	• A motion was made by Ms. King to consider the approval of the Good Cause Exception for the Armed Guard requirement at UT-UCS. A copy of the document was provided in the meeting packet.
	  ○ A second to approve the Good Cause Exception was provided by Dr. Maedgen. All present (see roster) were in agreement and there were no nays and no abstentions from voting.
	  ○ The motion passed.
		Motion passed

Reports and Discussion Items	• Andrea Menchaca provided the Student Wellness and Mental Health report. Ms. Menchaca provided a review of the 2025-26 school year as well as a look ahead into the 2026-27 program plan. Highlighted events and services included:	

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	• Middle School Transition Groups at UT Elementary • Family Workshop with the Samaritan Center at UT Elementary • Whole Child Champion Award with University of Texas Charter School System • Trauma-Informed Systems of Support (TIESS) • Dr. Caudill provided a safety update for UT High School. • Dr. Autumn Leal & Caris Vollentine presented updates on the following compliance topics: • Vaccination data – required reporting on immunization requirements for Kindergarten and 7th grade • Completed safety drill data and compliance information • Staff training • AED Locations & Stop the Bleed Kits - clear bleed control signage has been added on all campuses to increase awareness and visibility of the kits. • MEOP Submissions - The 2026 Emergency Operations Plan (EOP) Review Cycle will require schools to submit updated Basic Plans and Reunification Annexes to the School Safety Center. Pending board approvals, the completed plans will be submitted to the Texas School Safety Center in September 2026. • Charter Schools must develop and maintain an Integrated Pest Management Program (IPM) after changes to school laws in the 89th Legislative Session (summer 2025). UT Elementary has developed an IPM program and anticipates an audit by the Texas Department of Agriculture in the 2026-27 school year. • Behavioral threat assessment data for UT Elementary and UT Charter (UT-UCS) were reviewed. UT-UCS experiences a high volume of student transfer cases due to high student turnover and the nature of having a high number of students with behavioral challenges. UT Elementary has a very low caseload. • Next committee October 21, 2026 at 11:00am This will be a hybrid (in person and zoom) meeting.	
Additional Notes	• Documentation of the meeting's contents, including both an audio and visual recording of the meeting, are maintained in accordance with the Chapter 551, Government Code [Texas Open Meetings Act]. • This meeting was open to the public and an opportunity to make public comments at the meeting was provided. Additionally, a public Safety & Security Internet Comment Portal has been developed and is advertised on the district webpage. Any comments submitted will be reviewed and discussed at each meeting, in accordance with Tex. Educ. Code § 37.109(d). • This committee participates in the development and implementation of the district's emergency plans by	

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	ensuring they are consistent with the EOP [TEC 37.109(b)(1)]. • Members of the committee provide periodic updates to the school boards and administrations for all three districts to give updates on the EOP/safety measures and plans according to best practices of Texas Education Agency and the Texas School Safety Center (TSSC) [TEC37.2091]. • The committee participates in the development and implementation of the districts' emergency operations plans by ensuring they are consistent with the districts' EOPs and reflect the campuses, facilities, or support services that need to exist [TEC 37.109(b)(1)]. • The committee has reviewed each report submitted to the Texas School Safety Center to ensure accurate and complete information regarding each campus and facility owned and controlled by UT-Austin, each support service, and follows criteria established by the Texas School Safety Center [TEC 37.109(b)(4)]. • The committee supplies the campus, facility or support services information required for the districts for completion of safety and security audits, safety and security audit reports, or any other report required to be submitted to the TSSC EOP [TEC 37.109(b)(3)]. • The committee consults with local law enforcement agencies on how to increase their presence near district campuses [TEC 37.109(b)(5)]. • The committee selects where the bleeding control stations are to be placed in the schools, ensuring they are in easily accessible areas [TEC 38.030(a) and (b)(2) and (c)].	
Adjournment	• The meeting adjourned at 11:57 am by Mrs. Simmons after a motion to adjourn was called by Dr. Maedgen, a second was given by Ms. King, and a unanimous vote of approval was given.	
Meeting Recording	• A recording of the meeting is available.	