SSSC Meeting Minutes

Call to Order	Committee	Date of Meeting
11:00 am by Starla Simmons (Co-Chair)	School Safety and Security	October 21, 2026
Adjournment	**Recorder**	**Date of Next Meeting**
11:54 am by Starla Simmons (Co-Chair)	Dr. Autumn Leal	February 24, 2027

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
	Dr. Xiofen Hamilton UT Elementary Management Board	**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** UTES Parent
	Dr. Lara Wilder UTES Principal	**Caris Vollentine** UTCSS Operations	**Dustin Payne** UTHS Assistant Principal	**Deja Gamble** UTES Social Worker
	Barry Bacom UTHS Special Programs Director	**Morgan Kruse** UTES Parent	**Joyce Jurado** UTES Parent	
Not In Attendance	**Dr. Cinthia Salinas** UTHS Management Board	**Dr. Laura Estep** UT Elementary Management Board	**Derek Trabon** UT Emergency Management	**Megan Phillips** UT Emergency Management
	Alec Villalobos UTPD	**Dr. Jane Gray** UT-UCS Board Member		
Special Guests	**Srg. Greg Ojeda** UTPD	**Lt. Mike Jones** UTPD	**Raul Kastner** UTUCS Executive Principal	**Dr. Mari De La Cruz** UTUCS Executive Principal
	Shanta Cruz UTES Teacher			

TOPIC	DISCUSSION/RECOMMENDATIONS/CONCLUSIONS	ACTION & OUTCOMES
Announcements/Committee Purpose	• A quorum was confirmed and the meeting was brought to order by Ms. Simmons 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. Leal and a second motion was made by Ms. King to approve the following: ○ Minutes from the meeting held on July 29, 2026 • 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. Calbow to consider the approval of the UT Elementary Emergency Operation Basic Plan & Reunification Annex Audit findings. The audit report from Texas School Safety Center was included in the meeting packet for committee members to review.
	  ○ Discussion summary:
	  ▪ Ms. Simmons asked if the information would be shared with parents. Dr. Leal responded that the Open Records Document would be updated on the district webpages because the EOP and Annexes are confidential documents.
	  ▪ Ms. Armenta asked if the EOP or other district preparations would help prevent an attack like the most recent school shooting in Bend, Oregon where an attacker used a shotgun to remove glass from a door and gain entry to the campus. Ms. Vollentine reminded the committee that intruder resistant film was installed on all exterior windows and doors at UTES as a protective measure for this sort of attempted forced entry. Dr. Wilder discussed the recent lockdown drill and the review of robust security and response systems in use at UTES. Dr. Leal brought up the full-time UTPD officer assigned to UTES and Sgt. Ojeda expanded on this topic by reviewing the procedure to provide trained substitutes when Officer Villalobos is unavailable for his usual assignment, the continuing education received by all UTPD officers, including specifically school violence situations, and the reminder that
		Motion passed

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	hardening of entrances to make them completely secure is cost-prohibitive but there is always room for improvement, no matter the budget constraints. ○ A motion to approve the audit was offered by Ms. Armenta, with a second given by Dr. Wilder. All present (see roster) were in agreement and there were no nays and no abstentions from voting. ○ The motion passed.	

Reports and Discussion Items	• Dr. Wilder provided an update on School Safety at UT Elementary, including discipline data for the 2026-27 School Year.
	• Sgt. Ojeda presented school safety recommendations provided by UT Elementary's School Resource Officer, Alec Villalobos.
	  • Ofc. Villalobos shared positive aspects of the UTPD and UTES partnership, including the positive relationships that have been built, the increased security of the UT Elementary campus, and the real-time awareness that a full-time officer provides to the school community.
	  • Also identified were several areas for potential growth or improvement, including more efficient communication by adding UTPD to the UTES Microsoft Teams account, adding mesh to the back fence to block the playground from passerby, and an updated procedure around event debriefs. Ofc. Villalobos also recommended that his office be relocated to a more centralized location, if possible.
	• Dr. Leal presented on several legislative updates in regard to School Safety, including the new requirements around extracurricular activities and mandatory safety drills.
	• Dustin Payne & Dr. Bacom provided a safety update for UT High School, including plans to move administrative offices to a new building in the Spring 2027 semester.
	• Raul Kastner provided an update on school safety at Methodist Children's Home in Waco, TX. A recent safety incident was reviewed, including the immediate response by Texas Department of Public Safety and other state emergency agencies.
	• Caris Vollentine reviewed year-to-date information on School Behavioral Threat Assessments, Bullying, and other reportable discipline data.
	• Deja Gamble provided the Student Wellness and Mental Health report. Ms. Gamble provided a review of the mission of the Social Work program mission as well as a look ahead into the 2026-27 program plan and a year-to-date data snapshot of services provided.
	• Next committee February 24, 2027 at 11:00am This will be a hybrid (in person and zoom) meeting.	

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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 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 11:54 am by Ms. Simmons after a motion to adjourn was called by Ms. King, a second was given by Ms. Maedgen, and a unanimous vote of approval was given.	
Meeting Recording	• A recording of the meeting is available.	