

**Elgin Independent School District  
2013-2014 School Safety and Security Report**

The Elgin Independent School District provides the following information regarding school district safety and security issues in accordance with Texas Education Code section 37.108(c-2).

1. The District has a multihazard Emergency Operations Plan (EOP).  
The following state and/or local agencies were involved in the development of the EOP:

- Elgin Independent School District
- Elgin Police Department
- Elgin Volunteer Fire Department
- Office of Bastrop County Emergency Management

Pursuant to the EOP, the following state and/or local agencies will coordinate with the District to respond to an emergency:

- Elgin Police Department
- Elgin Volunteer Fire Department
- City of Elgin
- Bastrop County Sheriff's Department
- Bastrop County EMS
- Office of Bastrop County Emergency Management
- Travis County Sheriff's Department
- Department of State Health Services

2. The District's EOP was reviewed on December 16, 2013.
3. The District's EOP addresses the four phases of emergency management: mitigation/prevention, preparedness, response, and recovery.
4. District employees have been trained to respond to an emergency:

Type of Training:	Number of Employees Trained:	Person(s) Conducting Training:
National Incident Management System	14	Varies
Incident Command System	26	Varies
Emergency Operations Planning	26	Varies
Table Top Exercise	5	Williamson County Health Services

5. Campuses conducted emergency drills and exercises in accordance with the EOP:

Types of Drills and Exercises:	Frequency of the Drills:
Lockdown	Once Per Semester
Shelter In Place	Once Per Semester
Evacuation	Once Per Semester
Reverse Evacuation	Once Per Semester

6. The District has established a plan for responding to a train derailment, and the plan is included in the District's EOP.

7. Within the previous three years, the District has completed a safety and security audit as required by Texas Education Code section 37.108(b):

Dates audits were conducted:

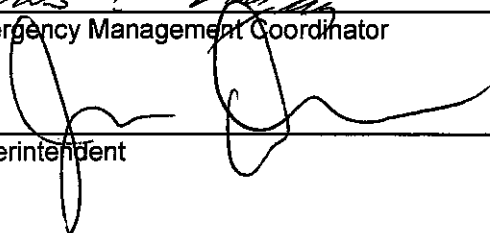
- BTW Elementary School: March 20, 2014; April 11, 2014
- Elgin Elementary School: March 20, 2014; April 28, 2014
- Neidig Elementary School: March 20, 2014; May 15, 2014
- Elgin Middle School: March 20, 2014; April 17, 2014
- Elgin High School: March 20, 2014; April 16, 2014
- Phoenix High School: March 20, 2014; April 14, 2014
- Administration Building: August 5, 2014
- Maintenance Building: September 8, 2014
- Stadium Facility: August 5, 2014
- Transportation Facility: August 15, 2014
- Warehouse Facility: August 15, 2014

Persons conducting the audits: Dr. Peter Perez, Roberto Vasquez

8. Within the last 12 months, the following progress has been made by the District in improving the EOP:
- Main entrances modified to control access at Elgin Elementary, Neidig Elementary, and Elgin High School
  - Updating Campus-level and District Emergency Operations Plans
  - Revising and distributing Emergency Response Guides
  - Improving communication amongst staff and between campuses and parents during actual incidents
  - Coordination of emergency procedures with emergency responders during actual incidents
  - Updating Mutual Aid Agreements with local entities
9. The District has established a visitor policy and access control procedures for each campus:
- Visitors must check in at the administrative office
  - Visitors must enter through a single point of entry on each campus
  - Visitors must show photo identification with the office staff
  - School employees will check a visitor's identification against a sex offender database
  - Visitors must sign out in the administrative office

  
\_\_\_\_\_  
Emergency Management Coordinator

9/15/14  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Superintendent

10-30-14  
\_\_\_\_\_  
Date