

**Beeville Independent School District
2400 N. St. Mary's St.
Beeville, Texas 78102**

Campus Safety and Security Audit

School Name: A.C. Jones High School

School Address: 1902 N. Adams St., Beeville, TX
78102

School Phone Number: 361- 362-6000

Principal: Mr. Joe D. Reyes

Dates of Audit: March 11-12, 2008

Safety Audit Team Members:

David Kennedy

Joni Barber

Mark Johnson

Cindy Clendennen

S.B. 11 makes the district responsible for the implementation of a security audit as required by Subsection (b), at least once every three years. Audit procedures may follow those developed by the Texas School Safety Center. Subsection (c) requires the school district to report the results of the security audit to the district's board of trustees. The recommendations are reviewed with the building administrator on an annual basis to monitor ongoing progress to update issues and resolve concerns.

Audit Checklist based on a product of the Texas School Safety Center, 350 N. Guadalupe Ste 140, PMB 164, San Marcos, TX 78666, PH: (877)245-8082

A.C. Jones High School Safety Audit

Report Date March 12, 2008

A Safety Audit Review of the A.C. Jones High School campus was conducted during the period March 11-12, 2008, by a Beeville ISD, Safety Audit team.

An entrance conference was held with the school assistant principal, Mrs. Deborah DelBosque, and Mrs. Lisa Black, Campus Safety Team coordinator. The Safety Audit Team reviewed student and teacher climate surveys, inspected the facilities inside and out, observed student and staff interaction in the hallways and classrooms, observed lunchroom activity and bus/parent pickup and drop-off procedures.

Entrance Conference:

1. What is the most pressing safety need in your school?
Mrs. DelBosque stated that reliable communication with all classrooms had been a problem but is in the process of being repaired. She stated that some rooms still do not have "Panic Buttons" or Intercom. She also stated that many on the staff felt that the campus was vulnerable due to so many exit/entrance points in the main building, as well as the "spread out" nature of the campus overall.
2. What school safety activities does your school do best?
Mrs. DelBosque stated that emergency drills were effective on the campus. She gave an example of a recent lock-down exercise, and an evacuation drill that emptied the building in less than 4 minutes.
3. What topics are most important for training and staff development?
Mrs. DelBosque stated that keeping emergency procedures updated and ensuring incoming new staff members were trained was an important undertaking of the administrative staff.
4. What are the biggest barriers to improve school safety measures?
Mrs. DelBosque stated that student cell phones are a concern to staff in controlling emergency situations, in that, the cell phones may set off an explosive charge, or cause a situation to escalate due to misinformation.
5. What other comments do you have regarding school safety?
Mrs. DelBosque stated that the staff considered keeping updated on current safety information, maintaining local law enforcement coordination and conducting emergency drills are considered high priority.

Student and Staff Climate Survey

1. Student (10th, 11th, 12th grade)

Student surveys revealed that some students were concerned about being cursed at or ridiculed. Some students expressed concerns about having property stolen or damaged. Some students had concerns about student conflicts, such as being grabbed, shoved, punched or kicked. Some students indicated they were not comfortable talking to a teacher about their problems.

A substantial number of students gave positive indications that showed they felt the building was clean, teachers are nice people, people were respected, that they felt safe and in an emergency they could get help.

2. Staff

There were over 100 staff member surveys returned to the team. Staff surveys indicated that consequences for violating school rules should be applied more consistently. Staff responses also indicated they felt safe on this campus, that school safety is important and the staff cares for each other. Staff indicated that school personnel treat each other in a professional manner and that racial and ethnic heritage is respected.

3. Parents

A Parent Survey was conducted with over 60 responses indicating that parents felt students were safe at school and that school rules and expectations are clear to students. They also responded that a good working arrangement exists between local law enforcement and the school, the school was well maintained and parents felt welcomed at the school.

Assessment of Area/Neighborhood risk factors:

School Type: Rural Community; middle to low-income, 979 students, 55% low SES, 1% LEP, 8% Sp. Ed. Grades served: 9 through 12

Location and Setting: Street: N. Adams Street, Beeville, Texas Bee County.

The school is located on the northeast side of town. There are no parks located adjacent to the school. To the south of the school are single family dwellings; to the north are multi-family apartment dwellings; to the west is a church, a few single family homes and a small business; to the east is a wooded field.

Documents:

The BISD Emergency Operation Plan was adopted by the local board of trustees on February 21, 2006. The EOP addresses mitigation/prevention, preparedness, response, recovery and outlines measures taken at each phase. Each campus has an EOP annex which was developed by a district committee and should be tailored more to the individual campus. There has been district and campus wide training on each plan in order for school staff to be prepared during an emergency or catastrophic event. This campus has a well written EOP that is distributed to teacher level.

Floor Plan: A floor plan of the campus was made available to the team. Doors and entryways do not show direction of door swings. Interior hall doorways are shown. Sidewalks are indicated. Locations of the main shut-offs for Electrical is shown, also water shut-off's are identified by location in writing. Natural gas exists on this campus and location is identified in writing with the Floor Plans. Not all Electrical closets and panels are indicated on this site plan. There is detail of mechanical, storage and custodial closets are on the plan.

Fire evacuation maps were present and provided and fire extinguishing locations are identified.

A faculty contact list (phone tree) was updated and serves as a means for emergency contact numbers (including home) in the event of an emergency.

Student handbooks are present and updated annually.

Counselors conduct anti-bullying and sexual harassment classes for all students.

The Campus Improvement Plan (CIP) was present and updated annually.

Campus Walkthrough

Underlined comments are in need of attention.

Grounds and Building Exterior:

- The school has an electronic marquee clearly visible from the road with the school's name and other school information.
- The exterior of the building is free of graffiti.
- Ground floor windows have functional locks and unbroken panes (with the exception of a broken window in the stadium concession stand).
- Exterior doors appear to be sturdy and have non-removable hinge pins.
- There is access to the roof on the older section of the campus by using attached utility connections that could be used by unauthorized persons.
- Most mechanical, electrical and other equipment on the ground is surrounded by a protective enclosure. The electrical enclosure in the student parking lot is not locked, and should be locked.
- The home side press box roof appears in need of repair, and could be a hazard.

- There are many large loose rocks around the campus that could be used as projectiles or a trip hazard.
- There are several ground hole covers that are not in place or missing.
- There appears to be some confusion on who has keys to campus electrical panels between the campus personnel and district maintenance personnel.
- Exterior doors are not numbered.
- A/C units are exposed allowing student access.
- The bus loading zone is not visible from the main office.

- Student parking lot access points have gates.
- Water hoses were observed in several locations that need to be removed or stored and could be a trip hazard.
- Some debris, such as rebar, plywood, glass, fencing wire, were seen in several locations around the campus which could be a hazard to students or used as projectiles.
- Students were observed walking across open ground from the main building to Vocational buildings. This was due to no sidewalk in that area and could be a trip hazard.
- There are loose or abandoned communication lines hanging from the main building in a few locations and on the fence near the PEP playground and could be a choking hazard.
- The Weather Monitor outside of the science wing needs to be properly secured in its current location and could fall on someone.
- There are some outside receptacles that need to be converted to GFCI; could become a shock hazard.
- Large rocks are under the Visitor bleachers at the Sports field and could be a hazard.
- Fence backing on top railing of Visitor bleachers is loose and could be a hazard.
- The top railing of the Home and Visitor bleachers appears to be too low which could result in someone falling off the bleachers. Recommend a railing extension to improve safety of the bleachers.

Building Interior:

- Some staff appear to be unaware of CPR-certified personnel on campus. Assistant Principal indicated there were CPR trained personnel on campus, primarily coaches.
- Hallways and walls are free from graffiti.
- Hallways, stairways, and restrooms are uniformly and adequately lit.
- All hallways leading to exit doors are free from obstructions.
- There is adequate access to fire extinguishers and first aid supplies.
- Valuable items such as computers, video equipment, etc. are safely secured.
- All chemicals, poisons, and flammable materials are stored properly.
- Main entrances to restrooms have hardware that prevents locking from inside.
- Classroom doors are locked (both while in use and not in use) and outside buildings were locked when not in use.
- Areas such as cafeteria and hazardous materials storage areas are locked when not in use, but several custodial closets are left open and unattended.
- There appeared to be adequate ventilation throughout the campus.
- Most exit signs were lit but all were not numbered. One Exit Sign in the auditorium was not lit, and another in the Old Gym was not lit.
- Flooring in main building appeared safe and in good condition.

Cafeteria:

- The cafeteria is uniformly and adequately lit.
- Fire extinguisher is present in kitchen.
- Cafeteria is inspected by the District Food Service Manager and appropriate city agencies and appears to be in overall safe condition.
- There is a sprinkler located over the stove area and has a manual on/off switch.
- The freezer door can be opened from the inside.
- Cafeteria staff did not know location of electrical/gas/water shut-offs.
- Some outside window screens on cafeteria windows were not secured and could become a hazard to passing students.

Gymnasium area:

- Lighting fixtures in the old gym need protective coverings.
- Steroid Law Notice is posted in the hallway of the field house only; additional signs are needed.

Other Shops and Special Use Rooms:

- Welding booths and wood shop are well ventilated and exhaust directly to the exterior.
- Dust removal equipment in shops is adequate.

Science labs:

- No hazardous chemicals were present.
- Fire blanket is present.
- Fire extinguishers are present.
- Broken glass container was available.
- There are GFCI Electrical outlets present.
- There was first aid kit present in the lab.
- Forced air ventilation is present only on the north side labs of the science wing, and not on the south side labs.
- Science labs do not meet the state space requirements.

Building Access:

- Staff members are not required to wear photo ID badges.
- Visitors are required to sign in at front office; appropriate signs were present at all entrances. Office staff provided visitor badges for the audit team to wear.
- There is a plan in place to monitor key distribution and duplications with an annual audit.
- Contractors and vendors are not required to sign in or wear visible identification.
- When making deliveries, drivers are not required to sign a delivery log.
- All deliveries are accepted only at designated receiving areas. Documentation is maintained on what is delivered.

Monitoring and Surveillance:

- Cameras are present at high traffic locations, interior and exterior.

School Climate and Culture:

- School Climate and culture appeared to be positive.
- Majority of students and staff interviewed stated they feel the campus is a safe environment.
- Students appeared orderly during passing periods.
- Student expectations for academic success and attendance were present in hallways and foyer.

There was evidence of the following:

- Annual update and review of the Student Code of Conduct.
- Anti-bullying, anti-harassment, and anti-violence policies.
- Dress code requirements and dress code enforcement.
- Behavioral expectations as outlined in the Student Code of Conduct.
- Systematic process to collect and review discipline referral data.
- School-wide respect for diversity.
- Clean, well lit, and unobstructed hallways.
- Annual bully prevention training for staff.
- Student training in positive bullying/gender respect.
- A process to identify and serve the needs of students academically/behaviorally at risk.
- There is no anonymous hotline for students or staff to report incidents or suspicious activities (Crime Stoppers).

Communication and Information:

The principal is the designated spokesperson for the campus. In the event of an emergency, the media, parents, and staff will direct their questions to him. The principal will follow protocol by contacting the superintendent before answering any questions from the media. Two-way communication is present between classrooms, the school nurse, custodial staff, the main office and law enforcement.

General Security:

- After-school use of the building is encouraged for groups that benefit the community, i.e., social services.
- Many teachers work in the building after hours and activities take place during evening hours.
- There is a procedure developed and utilized by staff with security measures in place after the evening events take place.
- There is a central security alarm system that is monitored by the local police department and is activated by custodial staff.
- Additionally, at the end of each school day all classrooms and exterior doors are locked.
- Bus loading and drop-off, parent pick-up and drop-off are monitored by school staff.
- The district has placed security personnel at the High School which are trained and tasked to respond in an emergency situation.
- In the event of parental or community activities on the campus, parking is restricted to the side parking area or stadium parking area.
- Lighting is well provided on the campus.

Summary:

It is the opinion of the District Safety Audit Team that A.C. Jones High School is a relatively safe and secure campus. The school and the administration are proactive in providing a safe learning environment. The staff conducts themselves in a professional manner and creates a friendly and positive learning environment for their students. Students appeared to be orderly and very well mannered. It is this committee's opinion that students' behavior is a reflection of high expectations and standards set by their teachers and administrators.

Commendations for procedure and site activities positively affecting safety of this campus:

1. **ACJ Athletic areas:** Stadium area, sport areas and locker rooms are very orderly and very well maintained. This appears to be the result of leadership and the hard work of coaches, students and custodial staff.
2. **ACJ Campus Safety Team,** spent considerable time preparing, compiling, organizing the campus Emergency Operation Plan book and the materials for the safety audit.
3. **ACJ Campus Lunch Procedures,** were very well organized and conducted, serving a large number of students in a short amount of time in a secure manner. Students moved quickly, with short lines and minimal noise.

Submitted by Beeville School Safety Audit Team members:

David Kennedy, Chairperson

Joni Barber, Member

Mark Johnson, Member

Cindy Clendennen, Member

March 12, 2008