

TO: Ray Vasquez, Kenny Berry, Nick Williams, Randy Parrish & Chief Toney Cowan  
 FROM: Kelly Baggett  
 DATE: 8/5/2010  
 RE: Police Security @ Varsity Football Games

**LEVELLAND ISD FOOTBALL SECURITY**

Total Officers	Home Side	Visitor Side	Start Time	End Time	Home Games	Additional Security
7	5	2	6:30 p.m.	10:30 p.m.	5	LISD Administrative Staff

Duties & Responsibilities

**Home Side: Five (5) total officers.**

1. Three (3) officers assigned to each of the home side ticket taking gates (3). One officer at each gate from 6:30 p.m. to kick-off. North & South Gates closed & locked. The two (2) officers covering these gates will move to the inside of the stadium for patrol duties. The third officer will remain at the main ticket taking gate from 6:30 p.m. to the end of the third quarter.
2. Four officers will patrol the inside of the stadium on home side and assist the LISD administration as needed to completion of the game.
3. The officer working the main gate will escort Mr. Williams to central office for money deposit. The officer will return to assist the other four (4) officers until completion of the game.

**Visitor Side: Two (2) total officers.**

1. Stationed at the visitor side ticket booth from 6:30 p.m. to kick-off.
2. Patrol visitor side until completion of game starting at 7:30 p.m.
3. Assist LISD staff to prevent spectators from leaving eastside to westside along sidewalk.