



DORAL ACADEMY OF TEXAS

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Courtney Oliver
Superintendent

Kelley Cast
Principal

Safe & Supportive School Program (SSSP) Mid-Year Meeting Agenda
December 11, 2025

Attendees (SSSP Team Members):

- Superintendent, Courtney Oliver
- Campus Principal, Kelley Cast
- School Counselor, Camille Lister
- SRO / Security Personnel, Airam Smith
- Nurse / Health Services, Nancy Nehring
- Student Services / Special Programs, Allison Servin
- Behavior Specialist / Interventionist, Camille Lister
- Teacher Representatives, Tat Picott
- Board Members, Mason Morgan

1. Welcome & Meeting Objectives

- Call to order & introductions
- Review purpose of the SSSP and mid-year focus

2. Review of Previous Meeting Minutes & Action Items

- Quick recap of beginning-of-year SSSP meeting
- Status updates on prior action items
 - What has been completed?
 - What is still in progress or needs support?

3. DVA Review (Data/Vulnerability Assessment Review)

- Review mid-year DVA data:
 - Discipline and behavior trends (ISS/OSS)
 - Bullying, harassment, and cyberbullying reports
 - Threat assessment cases and patterns (low/moderate/high risk)
 - Self-harm/suicide risk assessments and follow-up supports
- Review facility/safety vulnerability data:
 - Door checks and secure entry procedures
 - Visitor management logs and Raptor checks
 - Intruder audit findings
- Identify:
 - Areas of strength
 - Gaps or emerging concerns
 - Priority focus areas for the spring semester

4. Updates on Maintenance & Facility Safety Issues

- Status of previously reported safety-related work orders:
 - Doors, locks, gates, fencing

- Cameras / DVA system functionality
- Intercoms / PA system / radios
- Lighting, parking lots, walkways
- New maintenance/safety concerns to log:
 - Classroom/office concerns
 - Playground/athletic area issues
- Assign responsible party and timelines for each open item

5. Mandatory Training Status & Compliance

Review required training for SSSP-related safety and mental/behavioral health

Trauma-informed care and grief-informed practices

- Suicide prevention, intervention, and postvention
- Threat assessment team training
- Child abuse/neglect reporting
- Bullying and cyberbullying prevention
- SBLE / SRO training (if applicable)
- Emergency response, standard response protocol, and drill procedures
- Safety drills training (fire, lockdown, secure, shelter, evacuation, etc.)

For each training area:

- % of required staff completed
- Gaps (who still needs training?)
- Plan and timeline to close gaps
- Documentation and storage of training records

6. Drill & Incident Review

- Mid-year review of required safety drills:
 - Number and type of drills completed vs. required
 - Quality of staff and student response
 - Debrief themes and lessons learned
- Review any critical incidents or crisis responses since the last meeting:
 - What went well?
 - What needs to be improved (communication, reunification, parent notifications, etc.)?

7. Student Supports & School Climate Check-In

Review school climate survey data (students, staff, families)

Updates on:

- Counseling and mental health services
- Behavior intervention supports (MTSS/RTI, Check-In/Check-Out, social skills groups)
- Restorative practices / discipline alternatives
- Identify students or groups needing added support (no names in full group if confidentiality is a concern—use subcommittees as needed)

8. Communication & Family Engagement

Review how safety/mental health resources and protocols are being communicated:

- Website updates
- Parent notifications (HB 121 info, safety resources, anonymous reporting tools, etc.)
- Staff communication (weekly newsletter, staff meetings)
- Plan upcoming communication:
 - Pre-spring break reminders (safety, mental health supports, reporting tools)
 - Any parent nights, town halls, or information sessions

9. Budget, Grants, and Resource Needs

- Current status of safety/SSSP-related funding or grants
- Resource gaps:
 - Staffing (counselor, SRO, behavior support, etc.)
 - Supplies (Stop the Bleed kits, radios, signage, badges)
 - Software (behavior tracking, threat assessment tools, anonymous reporting)

10. Action Planning for Spring Semester

- Summarize key decisions and priorities:
 - Top 3 safety/SSSP goals for the rest of the year
- Develop a clear action plan:
 - Action item
 - Responsible person
 - Timeline
 - How progress will be monitored and reported back to the SSSP

11. Open Discussion, Questions, and Next Meeting Date

- Open floor for additional concerns or suggestions
- Confirm next SSSP meeting date (end-of-year)
- Closing remarks and adjournment