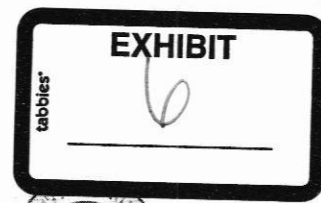




Sulphur Springs Independent School District  
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### **Memorandum of Understanding Hopkins County Fire Department**

The importance of a Memorandum of Understanding (MOU) between agencies cannot and should not be underscored. Such an agreement defines practicing roles and responsibilities of each entity to always ensure the safety of the greatest amount of people, while maintaining a safe and orderly environment, where children can learn and thrive. Therefore, this agreement is on behalf of Sulphur Springs ISD and Hopkins County Fire Department.

National preparedness efforts, including planning, are now informed by *Presidential Policy Directive (PPD) 8*, which was signed by the president in March 2011 and describes the nations approach to preparedness. This directive represents an evolution in our collective understanding of national preparedness, based on the lessons learned from terrorist attacks, hurricanes, school incidents, and other experiences. *PPD-8* defines preparedness around these mission areas: Prevention/Protection, Mitigation, Preparedness, Response, and Recovery.<sup>1</sup>

#### **Sulphur Springs ISD Roles and Responsibilities:**

1. Make Emergency Preparedness training available to administrators and campus incident command teams on-line and in district.
2. Maintain working campus and district level incident command teams.
3. Continue to implement and follow Standard Response Protocol Procedures (SRP) as a means of providing options to staff on how to effectively respond in emergency situations.
4. Continue to implement and follow Avoid Deny and Defend protocol to ensure staff understand their options on how they may respond to a threat of an active shooter.
5. Conduct and document participation in mandatory drills throughout the school year.
6. Perform a risk assessment annually and share findings as appropriate with local first responders.
7. Perform a risk assessment annually and share findings as appropriate with first responders.
8. Employ the use of Raptor check in and badge system for visitors.
9. Provide, and replenish on a cyclical schedule, Go-Kits to classrooms and campus wide supplies to administrators.
10. Utilize handheld radios at the campus level to facilitate communication throughout the district in an event of an emergency.
11. Wear employee badges to be always visible while on campuses.
12. Train and conduct a Security Audit every three years and update annual with first responders and community representatives.
13. Fully implement promising practices for Emergency Preparedness possible.
14. Manage district call out system for alert notifications.

#### **Partner Roles and Responsibilities**

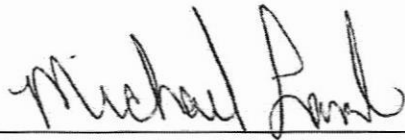
1. Offer technical assistance on how to improve required drills at the campus level.
2. Dialog about latest research and techniques to improvement Emergency Preparedness.
3. Host joint training opportunities for staff as appropriate and when needed.
4. Promote communication among ISD personnel and First Responders.

5. Provide updates about Emergency Preparedness training or changes in procedures.
6. Assist in reunification and media locations for each facility within the district.
7. Follow Standard Response Protocols to align with the district when responding to emergencies.
8. Offer assistance and response to the district in Emergency situations.
9. Provide a representative to serve on the Security Audit team every three years to have a representative participate in the annual updates of the Executive Summary.
10. Help strengthen the response and recovery actions of collaborating agencies.

**Joint Roles and Responsibilities**

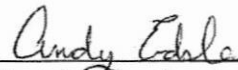
1. Utilize the chain of command system as a way of communicating during drills and responding to incidents.
2. Follow Standard Response Protocols when responding and communicating with each other about incidents or drills.
3. Review and offer suggestions on how to strengthen campus and district Emergency Operations Plans.
4. Coordinate use of resources and Emergency Operations Plans to the fullest extent possible.

Signatures, by the authorized officials, represent a commitment to actively sustain and continually improve Emergency Preparedness endeavors through the Sulphur Springs Independent School District.



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Michael Lamb, Superintendent of Schools  
Sulphur Springs Independent School District



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Andy Endsley, County Fire Chief  
Hopkins County Fire Department