



LAREDO INDEPENDENT SCHOOL DISTRICT
900 E. Lyon St. Laredo, Texas 78040 • Ph. 956-273-1141
Plant Facilities and Support Services
Safety/Crisis Management

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To: All LISD Employees
From: Victor G. Mora, CSHO, Safety/Crisis Management Officer
Thru: Angel Velazquez, Executive Director for Plant Facilities and Support Services
Re: Employee ID Use
Date: 8/15/14

As we prepare for another school year, we ask that all employees wear their employee ID at all times while on school property and school business. Adopting this practice will ensure a safer learning and working environment by helping us monitor visitor management procedures.

All district employees will be required to present an LISD Employee ID when visiting a district campus. All elementary campuses will be implementing the "buzzer" system starting at the beginning of school year 2014-15. All secondary campuses will be implementing this procedure as well in January 2015.

We must ensure that only authorized visitors are allowed entry into our campuses and this measure will assist us with that goal. All visitors to our campuses must also be wearing a visitor badge at all times. If you see a visitor without a badge, please escort them to the front desk.

Cc: A. Marcus Nelson, Superintendent of Schools