
Meeting Minutes

Call to order

A regular meeting of the Save Team was held at Central Administration Offices, City Hall, Carew Room, 2nd Floor, 515 North Avenue, New Rochelle, NY 10801 on **Thursday, December 12, 2019 (STE16) at 10:08 am.**

Attendees included 12 Save Team members, Co-Chairman Bruce Daniele, Co-Chairman Charles Strome, Dr. Anthony Bongo, Christopher Daniello, Amy Ecker, Dr. Laura Feijoo, Dara Joseph, Gregory Kern, Barry Nechis, Dr. Tawanda Robinson, Patrick Stipo, Karina Villalona, Larissa Wagner. Members not in attendance were Robert Gazzola, Tracy Hill, Steve Newman. There were no Community members present. Relax Robert's Rules.

- Reviewed October Meeting - no comments.
- Review Emails - received no emails past two months.

From December 12th meeting:

1. Discussion on fire drill/alarm between classes.
 2. Discussion on transportation policy Re: Cheerleading Bus that broke down and was stranded, notification was made from cheerleading coaches to principal and parents. Superintendent will look into regulation on transportation policy and bring to atty.
 3. Ms. Ecker encouraged more Emails since she receives more info from social media (FaceBook, Mothers' of New Rochelle etc.) which aren't always accurate.
 - Mr. Strome mentioned a person from City Hall monitors social media websites. It was mentioned that a person from committee should also monitor and have access to these websites.
 - Dr. Feijoo talked about investigating situations, how to make decisions and protocols in future.
- Safety Orders.
 - 20 Go-Bags are completed. By January 2020 all schools will have them. Mr. Daniele and Mr. Newman will complete this task.
 - It was discussed about a location to store the Go-Bags. Suggestion was made to place them in the Main office and designate a person to take outside with them.
 - Mr. Daniello suggested 1 Go-Bag should be placed in front of school and 1 Go Bag placed in the back of the school.

- **SwipeK12 Visitor Management**
 - Mr. Daniele mentioned that all Elementary schools will have the Visitor Management System. Laptops were ordered and are being configured and should be installed next week. IEY and ALMS has them already.
 - Mrs. Bruzzese explained how SwipeK12 Visitor Management works and also how to manually install an alert for a parent/guardian/visitor who no longer has access to the building. It was mentioned and answered if a visitor does not have a license to scan into database and what protocol steps should be taken.

- Barry Nechis (NRFD) had concerns about Night School Entrance on a call. Fire Dept. does not know or identify this area. Signage needs to be around the school for clarity.

- Stop the Bleed Campaign for Students in the future.
 - Training tourniquets should be color coded.

Executive Session began at 10:53 am

1. After school Bldg Emergency Safety Plans.
 - Emerg. plans operate during day and same as evening.
 - Same drills implemented w/same protocol.
 - After school (i.e. Boys & Girls Club) emerg. plan should be condensed from day emerg. plans.
 - Does outside agency have their own plans?
 - A simple policy for outside agencies should be in a contract.

2. City Hall Safety Plan is being developed by Risk Mngr who was hired.

Motion to adjourn by Chuck Strome & seconded by Barry Nechis.

Meeting adjourned 11:15 AM

BD/cb