

Memo

To: See Distribution
From: Paul Mainuli, Director of Business Services
Date: May 4, 2009

Subject: Minutes from the Student Transportation Committee Meeting on 5/1/09

A meeting of East Hartford Public Schools and the First Student Bus Company's Student Transportation Committee was held on Friday, May 1, 2009 in the Business Office's Conference Room, 1110 Main Street, East Hartford, CT. Paul Mainuli called the meeting to order at 10:05 a.m.

PRESENT Joe Petrozak, First Student Bus Company
George Simons, Transportation Coordinator
Paul Mainuli, Director of Business Services

Discussion of "BusRadio" Proposal for School Buses

Mr. Mainuli stated that he had not heard back from First Student Bus Company on whether the BusRadio program would be considered for all school buses. Mr. Simons added that the passive GPS system would be beneficial to the school district. Mr. Petrozak said it is unlikely that First Student would approve the program. Mr. Mainuli stated that he is expecting an official response from the Regional Manager.

Mr. Petrozak did state that he would ask First Student management to move EHPS to the top of their list for installation of a GPS system. First Student is considering adding GPS systems to all their buses over the next two years.

Status of Bus Schedules and Routes for FY 2008-09 School Year

Mr. Simons stated the sample bus routes for St. Rose and St. Christopher Schools were complete and will be sent to the school principals. The sample bus routes will move students to group stops and help reduce bus costs in FY 2009-10. It is expected to save the school district approximately \$50,000.

Mr. Simons said a Special Education student at Norris School will receive bus transportation, on his own, to and from Norris School. This will allow buses to remain on time beginning with their afternoon runs at Woodland School.

Mr. Simons received a request to have First Student buses at the high school moved to the tennis court area during fire drills. This request was brought forward by the Director of School Security. He is concerned that there is enough room for Fire Engines to get near the building in case of an emergency. Mr. Petrozak said that he would notify the Dispatchers to let them know of this change. The security staff at the high school will direct the bus drivers on when to move the buses.

Follow-up on Alleged School Transportation Incidents

Mr. Simons stated that there were no major bus incidents to report. Mr. Petrozak stated that a parent did get into an argument with a bus driver. This incident will be investigated by First Student to determine if any additional action is warranted.

There was no other bus incidence to report.

Discussion of New Contract

Mr. Mainuli stated that he was waiting on the Town's Corporation Counsel to provide comments on the final language for the bus contract. Mr. Mainuli also asked what First Student thought about containing penalty clauses in the contract that would include fines for late buses and other contract infractions. Our current contract includes fines of \$50 to \$100 for buses arriving more than (15) minutes late at a pick-up or drop-off location. Mr. Petrozak agreed that if the language for fines was included in the bid proposal, it could also be contained in the contract. Mr. Mainuli mentioned adding language to include fines for non-working video cameras. This suggestion will be considered in the final draft of the bus contract.

Other Business

Mr. Petrozak reported that there were no video camera mal-functions since the last meeting.

Mr. Petrozak stated that a full size wheelchair accessible bus will be added to the school district fleet. This bus replaces a similar bus that is need of major repairs.

Mr. Simons reported that the extended day bus for field trips for elementary schools is working well.

Mr. Mainuli requested that First Student submit all year end, bus invoices at the May student transportation meeting.

There was no other business to discuss at the meeting.

The Student Transportation Meeting was adjourned at 11:15a.m.

The next Student Transportation Meeting is scheduled for Friday, May 29, 2009 at 10:00a.m.

Distribution: M. Zito
All Board Members
G. Simons
J. Petrozak