

Memo

To: See Distribution

From: Paul Mainuli, Director of Business Services

Date: September 30, 2008

Subject: Minutes from the Student Transportation Committee Meeting on 9/26/08

A meeting of East Hartford Public Schools and the First Student Bus Company's Student Transportation Committee was held on Friday, September 26, 2008 in the Business Office's Conference Room, 1110 Main Street, East Hartford, CT. George Simons, Transportation Coordinator, called the meeting to order at 10:05 a.m.

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

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

Mr. Simons reported that First Student has completed a student count for regular bus routes and there were no over crowding issues this year. Mr. Petrozak added that most school buses are carrying between 40 and 60 students. Mr. Simons also reported that bus routes for the School Choice Program were complete and would begin on Monday, September 29th. There are approximately 30 students being transported. Mr. Petrozak stated that the bus drivers will begin verification of the student ridership lists to determine who is actually riding on each school bus. The student ridership lists will be updated and sent to Mr. Simons regularly.

Mr. Simons reported that parent requests for new bus stops for students attending St. Christopher School has caused the buses to run late each day for that school. Mr. Simons notified the school principal of the late running times for these buses. No changes to the bus routes were suggested by the school.

Mr. Petrozak said that First Student will provide a 4:30 p.m. late bus at the high school for students attending the Hartford Academy for the Performing Arts in Hartford. CREC is providing transportation for students attending this program to and from the high school each day.

Status of Video Cameras

Mr. Petrozak reported that all video cameras are in working order and are scheduled for regular maintenance by First Student, Inc.

Follow-up on Alleged School Transportation Incidents

Mr. Simons reported that the students involved in a fight after departing Bus # 38 were suspended from school. He also reported that the incident involving a broken windshield on a school bus is under investigation at the middle school.

There was no other bus incidence to report.

Other Business

Mr. Petrozak stated that there were only three open bus routes being filled by sub drivers this year. He went on to say that two bus drivers will be taking their road test soon and that five other bus drivers are in training.

Mr. Oladell asked that traffic cones be deployed at the middle school each afternoon to improve traffic flow of cars and buses at dismissal time. Mr. Simons will follow-up with security staff at the middle school to make sure the traffic cones are deployed each day.

Mr. Oladell also requested that a security staff person at the high school be deployed each morning to help with bus and vehicle traffic flow.

There was no other business to discuss at the meeting.

The Student Transportation Meeting was adjourned at 11:00a.m.

The next Student Transportation Meeting is scheduled for Friday, October 31, 2008 at 10:00a.m.

Distribution: M. Martinez
All Board Members
P. Mainuli
J. Petrozak