

## **Memo**

To: See Distribution

From: Paul Mainuli, Director of Business Services

Date: September 25, 2009

**Subject: Minutes from the Student Transportation Committee Meeting on 9/25/09**

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A meeting of East Hartford Public Schools and the First Student Bus Company's Student Transportation Committee was held on Friday, September 25, 2009 in the Business Office's Conference Room, 1110 Main Street, East Hartford, CT. Paul Mainuli called the meeting to order at 10:10 a.m.

**PRESENT** Joe Petrozak, First Student Bus Company  
George Simons, Transportation Coordinator  
Paul Mainuli, Director of Business Services  
Christian Cashman, Principal, East Catholic High School  
Jeff Andrews, Assistant Principal, East Catholic High School  
John Cattelan, Director, Connecticut Federation of Catholic School Parents

### **Discussion of Transportation Request from East Catholic High School**

Mr. Mainuli introduced the members of the Student Transportation Committee to the representatives from East Catholic High School. He went on to explain East Hartford Public Schools current bus operations with First Student Bus Company. Mr. Simons and Mr. Petrozak discussed the bus routes for Cheney Technical School. Mr. Simons said that there are four school buses serving the Cheney Tech. students. Two of the four school buses are at capacity with up to (50) high school students riding each day. He explained that the accepted practice in the school district was to limit the number of high school students to no more than two students per seat. Mr. Petrozak added that the other two Cheney Tech. bus routes, serving the north and south parts of town, have upwards to (40) seats available. He did state that the students will have to be dropped off and picked up at the Cheney Tech. bus stops. Mr. Mainuli added that if the Board were to approve transporting student to East Catholic High School, they would have to adhere to the Cheney Tech. school calendar. Mr. Mainuli also asked the representatives from East Catholic High School if they would conduct a lottery to determine ridership and what understanding the school has with parents who may request special needs transportation.

Mr. Cashman stated that East Catholic will adhere to the Cheney Tech. school calendar and would conduct a lottery to determine ridership if necessary. He went on to say that his school currently follows the Cheney Tech. school calendar with the other participating towns. With respect to special needs transportation, he stated that he would draft an agreement with parents

that no special transportation provisions will be offered by the district. Parents would have to provide transportation for their child.

Mr. Andrews stated that East Catholic High School has not had any disciplinary problems with its students riding on Cheney Tech. buses. Mr. Mainuli said that the bus drivers are required to report bus incidents to the school principal and that video cameras are installed on all the Type I buses. Student discipline would be the responsibility of the school principal.

Mr. Mainuli closed the discussion adding that the Student Transportation Committee is collecting this information which will be presented to the Board at a special meeting. He asked Mr. Cashman and the other representatives from East Catholic High School if they would be available to attend a special meeting. Mr. Mainuli stated that the Board will be making the decision on whether to provide bus transportation for students attending East Catholic High School. All parties agreed to be available for the meeting. Mr. Mainuli said he would get back to everyone once a date is set.

### **Status of Bus Schedules and Routes for FY 2009-10 School Year**

Mr. Petrozak reported that First Student has added school buses for the following programs;

- School NCLB Parent Choice Program – Two buses for the in-town program to be funded from state grants.
- A wheelchair van for Mayberry School – a wheelchair van was added for a student at the school. This will add \$48,000 to the cost of bus operations this year.
- A Type II vehicle was added for the CREC International Pre-School to Grade 1 Magnet School Program at Sylvans. The Type II vehicle will cost the school district \$42,000 to transport (13) students to this program. If student enrollment at this magnet school reaches (18), a second Type II vehicle will have to be added at additional cost to the district.

Mr. Petrozak added that enrollment at this magnet school has increased from (50) to (100) students from last year to this one.

Mr. Simons reported that Bus #8 at Goodwin School will continue to run ten to fifteen minutes late each day as a result of combining the St. Rose and St. Chris bus routes.

Mr. Petrozak said that the Woodland School Type II late van would continue to run late due to the length of the bus route. A second Type II van could be added to the route at a cost of \$47 per day to the district.

Mr. Petrozak reported that the afternoon vans for Willowbrook School were running on time each day.

**Other Business**

Mr. Simons agreed to contact the state technical schools to discuss snow day closings.

Mr. Petrozak reported that First Student has provided each bus driver with hand sanitizer, rubber gloves and a medical mask as a precaution for the flu season.

Mr. Petrozak stated that there was still no word on when First Student will offer a GPS system on school district buses.

There was no other business to discuss at the meeting.

The Student Transportation Meeting was adjourned at 11:30a.m.

**The next Student Transportation Meeting is scheduled for Friday, October 30, 2009 at 10:00a.m.**

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