

Memo

To: See Distribution

From: Paul Mainuli, Director of Business Services

Date: November 25, 2009

Subject: Minutes from the Student Transportation Committee Meeting on 11/20/09

A meeting of East Hartford Public Schools and the First Student Bus Company's Student Transportation Committee was held on Friday, November 20, 2009 in the Business Office's Conference Room, 1110 Main Street, East Hartford, CT. Paul Mainuli called the meeting to order at 10:00 a.m.

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

Discussion of Transportation for Seasonal Party for Special Education Students

Mr. Mainuli discussed a request from the Pupil Services Department to have First Student transport special education students to a seasonal party in East Windsor. Mr. Petrozak offered to provide transportation at a flat rate of \$1,000. This saves the district \$160 towards the cost of transportation. Mr. Petrozak will also consider reducing costs in future years if this becomes an annual event for special education students.

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

Mr. Simons reported that the Principal at St. Rose School would like the school buses to arrive a few minutes earlier. The school day begins at 7:30 a.m. at St. Rose School. Mr. Simons and Mr. Petrozak agreed to push back the bus schedule for the school by ten minutes which will allow the St. Rose students to arrive before 7:30 a.m. Mr. Simons will work with the school principal to implement this change in the bus schedule.

Mr. Petrozak stated that Woodland School may require a second late bus to reduce the run time for its' after school late bus. The committee agreed to continue with the current late bus plan that may require some overtime for a Behavior Manager to ride the late bus. This is a much less costly option than acquiring a second vehicle.

Follow-up on Alleged School Transportation Incidents

There was no bus incident to report at this meeting.

Other Business

Mr. Simons and Mr. Petrozak raised concerns that buses were being delayed at Woodland School. Any delays at Woodland School adversely affect afternoon bus operations for some second and third tier schools. Mr. Simons and Mr. Mainuli agreed to address this issue with staff.

Mr. Petrozak stated that First Student Bus company had placed the order for GPS equipment to be installed on our bus fleet. The GPS systems will be installed on 90% of the vehicles. Mr. Mainuli asked if the school district will have view access to monitor bus operations on the road.

Mr. Mainuli notified the bus company that the Board will begin a redistricting study for the school district. There will be a need to work closely with the bus company to provide data for the consulting firm conducting the study. Mr. Petrozak agreed to assist in the study with bus routes. He did caution the committee that electronic files and maps developed for First Student's bus operations are proprietary and can not be shared with a consultant.

Mr. Petrozak reported to the committee that all bus video cameras are in working order.

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, December 18, 2009 at 10:00a.m.

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