

Memo

To: See Distribution

From: Paul Mainuli, Director of Business Services

Date: June 10, 2011

Subject: Minutes from the Student Transportation Committee Meeting on 6/10/11

A meeting of East Hartford Public Schools and the First Student Bus Company's Student Transportation Committee was held on Friday, June 10, 2011 in the Business Services Office, 1110 Main Street, East Hartford, CT. Paul Mainuli called the meeting to order at 9:00 a.m.

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

Update and Discussion of Bus Discipline Referrals

Mr. Mainuli asked the committee if the bus discipline referral process had improved. Mr. Simons stated that school principals are taking action to address bus discipline. Students receiving referrals are being disciplined and their parents are contacted by the school principal. Mr. McDaniel added that First Student is meeting with bus drivers to review protocols to handle disruptive students.

Status of Bus Schedules and Routes for FY 2010-11 School Year

Mr. Simons stated that the late bus runs for the high school and middle school will end on June 16th. Mr. Simons is also working with school principals to make sure field trips stay on schedule. Any bus delays caused by field trips will adversely affect bus operations in the afternoon. Mr. McDaniel mentioned that a bus was delayed this week due to a breakdown. He agreed to credit the school district for the daily cost of the bus.

There were no other bus schedule or route issues to report.

Discussion of Summer School Bus Routes

Mr. Simons stated that he is working with Special Education staff to identify students that will be attending summer school. He expects to have this information next week. Mr. Simons said he would provide this information to First Student to complete the routing schedule for summer school.

Mr. Simons is also working with the curriculum staff for the Camp Connections summer school program at Langford School. He agreed to follow-up with staff to confirm dates and bell times for the program as well as the number of students participating in the summer school program.

Other Business

Ms. Mainuli asked about the status of First Students bus operations with CREC and the expansion of the bus yard in East Hartford. Mr. McDaniel stated that final contracts for the property were not completed yet. They expect to house both bus operations at their current site.

Mr. Mainuli asked if there would be any opportunities to reduce the overall cost of bus operations with the expansion of First Students bus operations in the region. He was particularly interested in sharing costs for diesel fuel and specialized vehicles. Mr. McDaniel agreed to bring this request back to First Student management.

Mr. Mainuli discussed the committee meeting schedule for FY 2011-12. He agreed to include the schedule with the minutes of this meeting (see attached).

There was no other business to discuss at the meeting.

The Student Transportation Meeting was adjourned at 10:00 a.m.

The next Student Transportation Meeting is scheduled for Friday, August 19, 2011 at 9:00a.m.

Attachment

Distribution: M. Zito
All Board Members
G. Simons
M. McDaniel