

Memo

To: See Distribution

From: Paul Mainuli, Director of Business Services

Date: July 30, 2010

Subject: Minutes from the Student Transportation Committee Meeting on 7/30/10

A meeting of East Hartford Public Schools and the First Student Bus Company's Student Transportation Committee was held on Friday, July 30, 2010 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

Status of Bus Schedules and Routes for FY 2009-11 School Year

Mr. Mainuli discussed possible changes to the bus schedule for the new school year. The Connecticut River Academy at Goodwin College will be opening this fall. The school plans to follow Hartford Public School's (HPS) calendar. Mr. Simons will review the HPS calendar with the bus company to determine the number of days bus operations will be required. HPS has different vacation and professional development days throughout its calendar. Mr. Simons will also be working with the bus company and the Connecticut River Academy on snow days and early dismissals.

Mr. Simons was concerned that additional buses may be required to accommodate the number of students attending CREC magnet schools in the district. The committee agreed to review bus needs as student enrollment is completed in the fall.

Mr. Simons also reported that he is working with the Principal at Willowbrook School to adjust the afternoon bell time for dismissal. This will allow the school vans to arrive on time.

Mr. Simons told the committee that the FY 2010-11 bus route schedule will be printed in the East Hartford Gazette newspaper in August. The bus route schedule will also be available on our web site.

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

Fall Athletics Bus Schedule

Mr. McDaniel stated that First Student has received the fall athletic schedule from the high school. Mr. Mainuli added that there may be changes to the home football schedule. Home games may be played at Cheney Technical School. There may be other home games played at other sites that will require bus transportation.

FY 2010-11 Purchase Order Process

Mr. Mainuli stated that the purchase orders for bus transportation will be completed and sent to First Student by mid-August. He told the committee that separate purchase orders will be submitted for the Connecticut River Academy; St. Christopher School and Cheney and Prince Technical Schools.

Other Business

Mr. McDaniel reported that there are (90) bus drivers in place for the new school year with an additional (5) pending state licensing. He also stated that there will be no charge for the bus transporting Norris School students who are no longer able to use the “cat walk”. The students in that area will be added to existing bus routes

Mr. Simons stated that the new high school transportation plan is in place to relieve traffic congestion in the school parking lot.

Mr. Simons also mentioned that road construction may adversely affect student transportation this year. Road construction projects on Silver Lane and Forbes Street and School Street could create delays in bus operations. He will continue to update the bus company with plans for any new road construction.

Mr. Simons stated that a kickoff breakfast for School Crossing Guards will be held on Thursday, August 19th at 8:00 a.m. in the school administration building.

There was no other business to discuss at the meeting.

The Student Transportation Meeting was adjourned at 9:35 a.m.

The next Student Transportation Meeting is scheduled for Friday, August 20, 2010 at 9:00a.m.

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