

Memo

To: See Distribution

From: Paul Mainuli, Director of Business Services

Date: January 27, 2012

Subject: Minutes from the Student Transportation Committee Meeting on 1/27/12

A meeting of East Hartford Public Schools and the First Student Bus Company's Student Transportation Committee was held on Friday, January 27, 2012 in the Business Services Office, 1110 Main Street, East Hartford, CT. Paul Mainuli called the meeting to order at 9:00a.m.

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

Status of Bus Schedules and Routes – FY 2011-12

Ms. Walz told the committee that the route for Bus T-21 at Pitkin School was being changed to keep the route on time. She will continue to monitor the bus route to determine whether any other changes need to be made.

Mr. Simons stated that the district will need an additional wheelchair vehicle to accommodate a student at Langford School. Mr. McDaniel said that First Student was able to acquire a wheelchair vehicle from their bus operation in West Hartford.

Mr. McDaniel completed another student "head count" for the Two Rivers Magnet School. This was the result of a parent complaint of bus overcrowding. There is no bus overcrowding issue at Two Rivers Magnet School. The student "head count" is well within the capacity of the vehicles. Mr. Simons agreed to contact the parent who made the complaint.

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

Status of Router Position

Mr. McDaniel stated that First Student will have representatives from the VersaTran Routing Software Company coming to East Hartford to train new staff on the routing software. The training is schedule for February. Mr. McDaniel further stated that two First Student staff members will be trained to take over the router function for EHPS.

Status of Bell Times and Bus Route Changes for FY 2012-13

Ms. Walz presented a series of options to change school bell times and bus routes that can be considered by the district as ways to improve the efficiency of bus operations and reduce costs. Mr. Mainuli asked First Student to prepare a written proposal outlining the various options that can be reviewed by the school administration and sent to the Board for discussion and possible approval. Ms. Walz agreed to prepare a written proposal for the Business Office.

Other Business

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, February 24, 2012 at 9:00a.m.

Attachment

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