

Memo

To: See Distribution

From: Paul Mainuli, Director of Business Services

Date: April 27, 2012

Subject: Minutes from the Student Transportation Committee Meeting on 4/27/12

A meeting of East Hartford Public Schools and the First Student Bus Company's Student Transportation Committee was held on Friday, April 27, 2012 in the Business Services Office, 1110 Main Street, East Hartford, CT. Mr. 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

Mr. Mainuli raised a concern over the bus service for a school field trip to the Discovery Academy. It was reported that the bus sent to pick-up students ran late. Mr. McDaniel stated that the bus was on time and that the driver was asked to make two, unscheduled stops to load student luggage prior to pick-up. Mr. Simons will follow-up with the school that raised the concern.

Mr. McDaniel stated that the bus company is checking its GPS system to address a complaint from a citizen living on Ridgewood Road. The complaint alleges that school buses are speeding on Ridgewood Road. The GPS systems will indicate the bus speeds for vehicles on that bus route.

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

Status of Router Position

Mr. McDaniel said that a member of First Student's staff has received as a Router and will take over that function for bus operations in East Hartford. He also stated that a second employee will be trained to assist in the routing function.

Discussion of Purchase Orders and Year End Final Payments

Mr. Mainuli asked that First Student submit all ten month invoices to the district by the end of May. This will allow for all final payments to be made before the end of June. Mr. McDaniel

added that CREC has paid half the cost for the fourth school bus that was added to the Two Rivers Magnet School route earlier this year.

Other Business

First Student currently has two bus drivers in training with a third licensed bus driver ready to be hired by the company.

First Student is beginning a process of swapping out older buses for newer vehicles. There are (4) newer vehicles left to be delivered to their bus yard.

First Student has completed Bullying training for its bus drivers.

A second round of emergency evacuations will be completed next week at all schools.

A new pilot summer school program for (100) elementary students will be held at Sunset Ridge School. Mr. Simons will provide the bus company with the student list to schedule transportation.

There was no other business to discuss at the meeting.

The Student Transportation Meeting was adjourned at 9:40 a.m.

The next Student Transportation Meeting is scheduled for Friday, May 18, 2012 at 9:00a.m.

Attachment

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