

## **Memo**

To: See Distribution

From: Paul Mainuli, Director of Business Services

Date: June 8, 2012

### **Subject: Minutes from the Student Transportation Committee Meeting on 6/8/12**

A meeting of East Hartford Public Schools and the First Student Bus Company's Student Transportation Committee was held on Friday, June 8, 2012 in the Business Services Office, 1110 Main Street, East Hartford, CT. Mr. Mainuli called the meeting to order at 1:10p.m.

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

### **Status of Bus Schedules and Routes – FY 2011-12**

Mr. Mainuli asked the committee members if a wheelchair van was in place for a student attending Willowbrook School. According to Mr. McDaniel, the student is all set for wheelchair transportation and that First Student will be swapping out an older wheelchair van for newer and bigger model. The newer wheelchair van will be added to the bus fleet within the next two weeks. .

There were no other bus schedule or route issues to report by other members of the committee.

### **Status of Summer School Bus Schedule**

Mr. Simons stated that the summer school schedules for both regular education and special education was in place and that the student enrollment information was sent to First Student staff for routing. Summer school programs will be operating at Woodland School, Sunset Ridge School and Langford School.

### **Discussion of Purchase Orders and Year End Final Payments**

Mr. McDaniel stated that all daily bus invoices through May were delivered to the Board. There are no outstanding invoices other than those covering costs for the month of June. There are nine days remaining in the school year.

## **Other Business**

Mr. Mainuli asked if DMV requirements and the planned expansion of CREC bus operations will impact the number of bus drivers available for the fall. According to Mr. McDaniel, there will be enough bus drivers for our district. Our local First Student operation restricts bus driver transfers to CREC's First Student operations. .

Mr. Mainuli told the committee that the state has approved conditional educational funding For East Hartford that may be used to increase school hours at some locations. This plan may require more late runs for after school and Saturday programs. Mr. Mainuli agreed to work with the bus company as plans are developed for the conditional funding.

East Hartford Public Schools will not be providing transportation to students attending the Great Path Academy in Manchester or at the "GEMS" magnet school opening in Glastonbury.

The student database rollover process will begin in early July. Mr. Mainuli will direct the IT staff to work with First Student in preparing for this task. The rollover process is necessary to complete student routing for the new school year.

The FY 2012-13 student transportation meeting scheduled is attached. The committee members agreed to continue meeting on Friday mornings each month.

There was no other business to discuss at the meeting.

The Student Transportation Meeting was adjourned at 1:35 p.m.

**The next Student Transportation Meeting is scheduled for Friday, August 10, 2012 at 9:00a.m.**

## **Attachment**

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