

Business Services Office Memorandum

TO: See Distribution

FROM: Pamela Renaud, Transportation Coordinator

DATE: March 23, 2015

Re: **Student Transportation Minutes – February 20, 2015**

A meeting of East Hartford Public Schools and DATTCO, Inc.'s Student Transportation Committee was held on Friday, February 20, 2015, in the Business Service Office, 1110 Main Street, East Hartford, CT. Mr. Mainuli called the meeting to order at 9:00 a.m.

PRESENT: Nathan Quesnel, Superintendent
Paul Mainuli, Director of Business Services
Pam Renaud, Transportation Coordinator
Kate Schroeder, DATTCO, Inc.
James McMellon, DATTCO, Inc.

Bus Company Operations

DATTCO staff compiled a list of special needs and kindergarten students who are frequently unmet by an adult at afternoon drop-off (“parent no-shows”). The problem of parent no-shows has increased of late and for some students, the problem occurs several times per week. Mr. Mainuli stated that he will compose a letter for the principals to send to parents of students on the list to remind them that special needs students and kindergartners must be received by a responsible adult at the bus stop. Ms. Schroeder noted all of the drivers recently had refresher training on DCF mandated reporter responsibilities. Mr. Quesnel suggested that a meeting with the Chief of Police might be helpful in getting the School Resource Officers involved addressing the problem of habitual parent no-shows.

Mr. McMellon reported that there has been no progress in locating suitable property for a bus yard in town. Ms. Schroeder reported that there have not been any issues with fueling or with buses not starting in the cold weather. Ms. Renaud noted that there have been no significant weather-related service interruptions thus far this winter.

DATTCO staff is working on routes to combine the morning pick-ups for Willowbrook and the Goodwin College Early Childhood Magnet School. The proximity of the school buildings and convenient morning bell times make this a logical solution to the problem of tight timing on some of the Willowbrook morning runs. Mr. Mainuli said that he would bring up the issue of the balance between morning and afternoon assignments for incoming Willowbrook sped students in cabinet as this has an impact on the efficiency of transportation resources for this building.

Mr. Mainuli reported that the planned reconfiguration that would put all sixth-graders at either EHMS or Sunset Ridge School for the 2015-2016 academic year would mean a net change of approximately 120 more students to be transported in the middle tier bus runs. Combining EHMS and Sunset Ridge populations for maximum efficiency was discussed.

Ms. Schroeder asked if any information was available for summer runs. Mr. Mainuli stated that summer school will be conducted at Langford and Woodland again this year, but there was no word yet on the Crossroads or Norris/YMCA programs. Ms. Renaud stated that planning for the ESY program at Woodland is underway, but no specifics have been provided by PPS staff.

There being 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, March 27, 2015, at 9:00 a.m.

Distribution: N. Quesnel
All Board Members
P. Mainuli
K. Schroeder
J. McMellon