

## ***Business Services Office Memorandum***

**TO:** See Distribution

**FROM:** Pamela Renaud, Transportation Coordinator

**DATE:** October 29, 2014

**Re:** **Student Transportation Minutes – October 24, 2014**

---

A meeting of East Hartford Public Schools and DATTCO, Inc.'s Student Transportation Committee was held on Friday, October 24, 2014, in the Business Service Office, 1110 Main Street, East Hartford, CT. Mr. Mainuli called the meeting to order at 9:00 a.m.

**PRESENT:** Pam Renaud, Transportation Coordinator  
Paul Mainuli, Director of Business Services  
Kate Schroeder, DATTCO, Inc.  
Jim McMellon, DATTCO, Inc.

### **Winter Preparation**

Kate Schroeder reported that she is still working to secure a snow plowing contractor for the bus yard in advance of the winter season.

It was agreed that a bus stop for the walk zone would be established for the 4:25 p.m. dismissal for O'Connell students in grades three through six. This courtesy will be allowed throughout the winter months when it is dark at dismissal.

### **High School Walkers Riding Buses**

The issue of walkers getting on high school buses and the resulting overcrowding was discussed. As the weather gets colder, this is becoming more of a problem. Kate Schroeder stated that drivers are reporting that students often refuse to give their name or show their student ID so that the driver can verify the student's eligibility to ride via the route sheet. Pam Renaud will request that high school staff start checking student ID's as the students exit buses at school.

Ms. Schroeder also requested that security staff at EHHS resume the alternate pattern of releasing buses at dismissal as the drivers report that this was helpful in the past. Ms. Renaud will make that request to Michael Moan.

### **DATTCO Bus Yard Site Search**

No progress was reported regarding the search for a permanent location for the bus yard. The search is continuing as a result of the rejection of DATTCO's permit application to build a permanent operations facility on a parcel of land at the corner of School Street and Prestige Park. There is no other known suitable parcel of real estate currently available in East Hartford. The temporary location at Prestige Park is in place for the remainder of the school year. Vehicle maintenance will continue to be done at DATTCO's Hartford facility and wet fueling will continue at the temporary location in Prestige Park. It was noted by Jim McMellon that in the event that a suitable permanent location cannot be secured in East Hartford, DATTCO's contract with East Hartford would need to be amended to allow the buses to be garaged at an out-of-town facility.

### **Other Business**

The ability to view bus video online is now available. Access has been granted to principals and certain security staff.

There was no other business to discuss at the meeting.

The Student Transportation Meeting was adjourned at 9:50 a.m.

**The next Student Transportation Meeting is scheduled for Friday, November 21, 2014, at 9:00a.m.**

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