

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

**TO:** See Distribution

**FROM:** Pamela Renaud, Transportation Coordinator

**DATE:** February 13, 2017

**Re:** **Student Transportation Minutes – November 18, 2016**

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A meeting of East Hartford Public Schools and DATTCO, Inc.'s Student Transportation Committee was held on Friday, November 18, 2016, in the Business Services Office, 1110 Main Street, East Hartford, CT. Mr. Mainuli called the meeting to order at 9:00 a.m.

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

### **Bus Company Operations**

The Interel Concert rehearsals are due to begin the first week of January, 2017. Per Fine Arts Department staff, permission slips are due in December. The busing needs will be finalized after that information is collected.

The Two Rivers MMS/CT River combined PM routes are working well thus far. Feedback from the two schools has been positive.

Ms. Schroeder reported that Two Rivers MMS has established a pattern of dismissing their sped bus without all of the passengers aboard and then calling DATTCO dispatch to request that the bus return to the school for the student who did not board on time. Ms. Renaud told Ms. Schroeder that once the bus was dismissed and en route, it should not return to the school. Ms. Renaud will contact Two Rivers MMS to inform them that they need to make sure that all of the students are on board before the bus leaves the school grounds.

Mr. Mainuli reported that the contract extension negotiations with DATTCO were proceeding well and the process was moving forward to the BOE's Finance and Audit Committee.

Ms. Schroeder stated that the bus camera software was being upgraded by SEON. Guy Collins is working with DATTCO IT on the project. It is anticipated that the upgrade will result in clearer video and audio, as well as faster download speeds.

Mr. Mainuli discussed the mapping needed for the upcoming UCLA neighborhood study project.

Planning is already underway for the 2017 ESY and summer reading programs. ESY will likely be held at Woodland again and the summer reading program will be returning to Langford.

**The next Student Transportation Meeting was scheduled for Friday, December 16, 2016, at 9:00 a.m., but was subsequently cancelled.**

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