



SCHOOL TRANSPORTATION COMMITTEE

9:30-11a | Wednesday, May 30, 2018

Bruce C. Bolling Building 6-55

Presented are minutes from the Boston Compact Transportation Committee meeting held on May 30, 2018. For more information about any of the items listed below, visit www.BostonCompact.org or email info@BostonCompact.org.

ATTENDANCE

Members Present: **Erica Brown** (Chief of Policy & Practice, MCPSA), **Peter Crossan** (Fleet and Compliance Manager, BPS), **Ali Dutson** (Principal, Mission Grammar), **Charles Grandson** (Deputy Chief Operations Officer, BPS), **Mark Loring** (Director of Network Operations, Brooke Charter Schools), **Lina Musayev** (Capacity Building Network Managing Director, MCPSA), **Shanda Roberts** (Transportation Officer, BPS), **Shannah Varón** (Executive Director, Boston Collegiate Charter School and Chair, BCA), **Tchad Cort** (BPS Transportation Officer)

Members Absent: **Turahh Dorsey** (Chief of Education, City of Boston), **Will Eger** (Strategic Projects Manager – Finance, BPS), **John Hanlon** (Chief Operations Officer, BPS), **Morgan McDaniel** (Office of Budget Management, City of Boston), **Ellen McDonough** (Manager of Intergovernmental Relations, BPS), **John Roderick** (Transportation Director, BPS), **Delavern Stanislaus** (Transportation Customer Service Manager, BPS)

Others Present: **Elise Swinford** (Compact staff), **Rachel Weinstein** (Compact staff)

ADMINISTRATIVE ACTIONS

The April meeting minutes were approved.

IMPROVING OPERATIONS

Erica Brown reported that the charter sector is continuing with the enrollment deduplication process, which will lead to increased efficiency for charters and better information for BPS.

Annual Task Calendar: **Charles Grandson** reported that several lists are being merged, and that they are currently updating the routing map with MIT to have submitted by late June. **Peter Crossan** added that this has been challenging given unprecedented construction on city streets. **Mark Loring** reported that charter tasks are up to date, but they need to share the document with the broader charter ops teams.

Routing process update: **Shanda Roberts** confirmed that bus stops will remain the same from summer to fall routes (for charter schools that start during the BPS summer season).

Catholic schools bus eligibility: **Tchad Cort** reported that this is in process. **Ali Dutson** mentioned that Catholic schools are in session prior to Labor Day. Catholic school leaders and Tchad's team have a conference call Friday to discuss this, as well as a corridor pilot, further.

Transportation troubleshooting group: **Elise Swinford** recommended setting up an in-person meeting in late July/early August, followed by in-person meetings monthly throughout the fall, and then conference calls after that. **Mark** suggested including the issue tracker document as a part of this group's work, and coming up with a process for addressing significant problems. He suggested the in-person meeting be scheduled in late August.

STUDENT SAFETY

Shannah Varón asked how we are tracking the status of a complaint. **Charles** hopes to report an update to system tracking at the next meeting. **Erica** suggested adding a step to touch base with school leaders on case statuses and underscored the need for consistency across incident reports. **Peter** noted that the safety desk logs each incident, but that the process is not fully integrated across systems.

Shannah called for putting a simple crisis protocol in place before school starts that would put a school leader in touch with the correct BPS contact quickly. **Peter** responded that better contact information for parents would help, as would ensuring each child has a name tag (charter leaders believe that most charter schools are making bus tags for their students). **Shanda Roberts** will talk to **Delavern Stanislaus** about working on a protocol by dedicating staff to this. **Peter** commented that he will be with the school police during the beginning of the BPS school year; 635-8000 is the number for school police. **Rachel Weinstein** asked who will cover for **Shanda** when she is away in July, and **Charles** responded that he should have an answer soon.

OTHER ISSUES

The charter sector expressed concerns about ensuring full coverage of all bus routes for August school start times. BPS leaders reported that better personnel tracking and communication should address this concern.

Charter leaders requested clarification on the process of contacting the BPS Transportation office about late busses. BPS clarified that a bus is officially late in the morning at bell time and in the afternoon after dismissal time. Concerning wait times on the call line, charter leaders suggested more transparency with what school leaders should expect. BPS reported that an evaluation of the call center is in process.

ACTION ITEMS

Shanda will talk to **Delavern** about working on a crisis protocol.

Charles will report back who will cover for **Shanda** in July.

Elise will schedule a troubleshooting team meeting for late August.