

**SCHOOL TRANSPORTATION COMMITTEE**  
10:30-11:30 | Wednesday, September 25, 2019  
Bolling Building Room 4-43

Presented are minutes from the Boston Compact Transportation Committee meeting held on September 25, 2019. For more information about any of the items listed below, visit [www.BostonCompact.org](http://www.BostonCompact.org) or email [info@BostonCompact.org](mailto:info@BostonCompact.org).

#### ATTENDANCE

Members present: **Mark Loring** (Dir. of Network Ops, Brooke Schools), **Shanda Williams** (Assist. Dir. of Ops, BPS), **Roudcha Serizier** (Transportation Officer, BPS), **Delavern Stanislaus** (Dir. of Transportation, BPS), **Angela Zhang** (BPS Transportation)

Members absent: **Tchad Cort** (Transportation Officer, BPS), **Peter Crossan** (Fleet & Compliance Mgr., BPS), **Ali Dutson** (Principal, Mission Grammar), **Ellen McDonough** (Mgr. of Intergovernmental Relations, BPS)

Others present: **Zack Scott** (Deputy COO, BPS), **Elise Swinford** (Compact staff)

#### ADMINISTRATION ACTIONS

August minutes approved.

#### UPDATES

##### Updates on bus routes:

BPS Transportation reported that there are currently no “no call/ no show” issues and that on-time performance is trending similarly to last year. Their current focus is fixing bus routes, especially the last trips of the day. The committee agreed to discuss how to avoid the issues schools have faced this year in more depth at the December committee meeting.

##### Dual Enrollment:

**Mark Loring** noted that the process of how to get kids onto charter transportation rosters is still not clear. Schools are using the Google form but kids are still not on routes. BPS Transportation replied that updates were not being made manually due to a miscommunication, and that transportation staff took this over to update charter students in Aspen. **Barry Kaufman** assured Transportation that the Assignment Office will take over updates, with Lee available a few hours a week. **Mark** noted the multiple issues including dual enrollment, late updates, and a hold up with the records release form. BPS Transportation noted that individual schools are not

updating Central Office about enrollment in a timely manner during the summer so there needs to be a streamlined process for families. **Mark** proposed that charter schools be able to provide direct updates to BPS about enrollment choices, and also suggested that BPS upload data twice a week instead of once a week to avoid delays. Compact staff will add this suggestion to December's meeting. **Roudcha Serizier** noted that IT will be sending changes automatically every Friday with the first test round next week.

**Aspen:**

**Mark** noted that door-to-door tags had been stripped from some student records. BPS acknowledged the rocky transition to Aspen, but have learned from these pitfalls and will plan more effectively for next year. **Mark** asked how we create institutional memory for this for future years. **Delavern Stanislaus** said that the department can document the process.

**Communication:**

**Mark** noted that charter schools do not feel the department has taken ownership of the transportation challenges and questioned if BPS could have communicated the issues more transparently to schools. **Delavern** offered to send an email to charters explaining this year's issues and apologize, acknowledging that communication to schools at the start of school could have been better. BPS Transportation will also ensure mailings go out earlier and are working on way parents can see school assignments online. **Mark** underscored that proactive communication is crucial; BPS Transportation not attending scheduled calls with charter ops was seen as symbolic of the issue. BPS is working on a clearer timeline and process for next year, including exploring the possibility of charters sending transportation communications home with students instead of waiting on mailers (in addition to electronic communication).

On inquiry, **Delavern** noted that the operations handbook should have already been disseminated. She will attach it to the email to charter schools.

**EMERGENT ISSUES**

NHCS will have a routing issue for a couple of weeks but BPS Transportation is aware and is working on it. **Roudcha** is in touch with Boston Prep and Brooke Mattapan with ongoing concerns.

**Mark** noted issues with overlapping routes and the need for this to be flagged. BPS Transportation will consider this and ask about flags in their system.

The committee flagged Thanksgiving early dismissal procedures for our October meeting.

**ACTION ITEMS**

**Delavern** will email charter schools and will include the operations handbook.