

**MINUTES OF A
SPECIAL BOARD MEETING AND A PUBLIC WORK SESSION
OF
PERRY TOWNSHIP SCHOOLS
MARION COUNTY, INDIANA**

January 22, 2018

The Board of Education of Perry Township Schools, Marion County, Indiana, held a special board meeting and a public work session on Monday, January 22, 2018 at the Perry Township Education Center, 6548 Orinoco Avenue, Indianapolis, Indiana.

Board of Education members present:

Edward T. Denning, Board President
Emily Hartman, Board Vice President
Kenneth J. Mertz, Board Secretary
Collin C. Fultz, Board Member
Steve Johnson, Board Member
Charles R. Mercer, Jr., Board Member
Jon P. Morris, Board Member

Administrative staff present:

Mr. Patrick W. Mapes, Superintendent
Mr. Chris Sampson, Associate Superintendent of Operations
Mr. Bob Bohannon, Assistant Superintendent of Career Preparation, 6-12
Mrs. Vickie Carpenter, Assistant Superintendent of Foundational Learning, Pre K-5
Mr. Mike Bagley, Chief Financial Officer
Mr. Matthew Willey, Chief Technology Officer

OPENING OF SPECIAL BOARD MEETING

President Ed Denning called the meeting to order at 6:00 p.m.

ITEMS REQUIRING ACTION

2.01 Recommend Approval to Purchase 15 Buses

Mr. Sampson recommended approval to purchase 15 buses from Blue Bird in accordance with our bus replacement program. We are purchasing thirteen 84-passenger buses for general education and two 54-passenger buses for special needs. The buses will be purchased through the CIESC co-op bid procurement program. The district will take possession of these buses in July 2018. Mr. Mertz moved to approve, Mr. Mercer seconded.

Mr. Mercer asked the cost. The cost is \$1,685,167. Mr. Mercer asked does this purchase mean we are retiring 15 buses. We are retiring 14 buses; one bus experienced an electrical fire last year.

Mrs. Hartman asked if the new buses are similar to models we have had in the past. The buses we are retiring are 84-passenger buses for general education students. Two of the new buses are 54-passenger buses for special needs students as we are in need of special needs buses.

Mrs. Hartman asked if we are pleased with Blue Bird buses. Yes, we are. In the past, the district has purchased Thomas and Collins' buses. We no longer purchase from Collins as they do not make an 84-passenger bus, only a 78-passenger. Those 6 seats make a difference when transporting approximately 12 to 13 thousand students. We have purchased Blue Bird buses the past 3 years.

Mrs. Hartman asked if there were any consistent problems with any of the buses. There were some issues with the Thomas buses. The first year the Thomas buses couldn't pass inspection because of fluid leaks due to hose clamps not installed correctly from the manufacturer. Bluebird is located here in Indianapolis which makes obtaining parts convenient, and Bluebird was also the low bid. We have a very good working relationship with Bluebird. Mrs. Hartman stated she learned we have a Bluebird (MacAllister) mechanic on site. That is true because of the number of Bluebird buses we have under warranty. Mrs. Hartman asked what is a warranty on a bus. A bus warranty either covers the body or the engine. We purchase extended warrantees to cover the engine for 10 years. We are on a 12-year bus replacement plan. Other parts are covered with a 3-year warranty.

Mr. Mercer asked do we track the number of miles on a bus before we retire them. Yes, whenever a bus comes in for gas, the mileage is logged. This is how we monitor when a bus needs an oil change. When a bus reaches 3,000 miles, the bus is inspected, the oil is changed and filters replaced. When a bus reaches 6,000 miles, it receives a full service inspection and maintenance.

Mr. Mercer asked how many miles does a bus cover in a day. It varies. We have to balance out mileage on buses. For example, a bus with a SIT (Student In Transition) on 96th Street travels a lot more miles than a bus delivering students to and from Winchester Village. A bus that only travels 20 to 30 miles a day will be kept as a route bus. A bus with 150,000 miles at 10 years, for example, will be utilized as a spare bus. On average, a bus averages approximately 50 to 60 miles a day. The motion passed 7/0.

2.02 Recommend Approval to Request to Advertise for Bids for the Perry Meridian and Southport Sixth Grade Academies and Perry Meridian Middle and Southport Middle Project

Mr. Sampson recommended approval to advertise for bids for Perry Meridian and Southport Sixth Grade Academies and Perry Meridian Middle and Southport Middle Project. Mr. Mercer moved to approve, Mrs. Hartman seconded.

Mr. Johnson asked if there are a number of companies who bid on projects. A project such as this one, we can expect 8 to 12 bids. There will be two advertisements, a week apart. A pre-bid meeting will be held to answer any questions from potential bidders. Companies will have a month to submit their bids. A bid opening meeting will be held at which bids are announced publicly. We typically take the low bid unless there is a concern with the company and bring to the board for approval.

Mr. Morris asked if there have been any major changes in the plans since the board has seen them. There have been no structural changes; there have been tiny detail revisions. We have communicated a message to the architects and contractor that we request quality materials, but not 'custom' materials so that when it comes time to replace something it may be easily obtained and we won't have to wait for shipment from Oregon in 3 months for tile that didn't work out.

Mr. Johnson asked if there is a penalty in the contract if the deadline on the project is not met. There are statements built in to the contract to hold our contractors responsible. Skillman also offered up a 5% retainer until completion as a good will gesture. The motion passed 7/0.

ADJOURNMENT

Mr. Denning adjourned the special board meeting at 6:13 p.m.

OPEN PUBLIC WORK SESSION

Mr. Denning opened the public work session at 6:13 p.m.

TRANSPORTATION & THREE-TIER BUS SCHEDULE

Mr. Murphy provided an overview of the Transportation department. Mr. Sampson stated the Transportation Department consists of 136 contracted drivers, 8 substitute drivers, 30 monitors, 6 mechanics, 2 routers, a dispatcher, secretary, trip coordinator, special needs supervisor, assistant director and director. The district has a total of 174 buses: 136 general education buses, 30 special needs buses and 8 mini activity buses. Mr. Sampson presented the tier schedule for the 2018/2019 school and discussed the process to arrive at this schedule.

The Transportation department uses Fleet scheduler. We enter parameters into the system: route times, lot time and transition times. Route, lot and transition times must all occur within a specified time. The system produces a report which indicates: a route in green shows it can be done within the time parameters; a route in red indicates the route cannot be done within the time parameter, therefore resulting in the bus/students being late. As of this date, we have 33 buses in red who push hard to make it or cannot make it within the time parameter. There are consequences to a schedule that pushes a route to be completed in not enough time. The consequences are a rise in minor accidents with buses pushing to complete a route and a rise in absenteeism due to the stress placed on a driver.

The director and assistant director of Transportation and routers have been working for two months to put a plan together for the upcoming school year. One of the factors looked at was adjusting a bus' routes to serve either the east side of the district or the west side. Another factor we must take into consideration is 60 minutes is the minimum requirement between tiers in order to complete a route and travel to the next school. With the revised plan for next year, we can reduce 33 buses who cannot complete their route within the necessary time parameters to 5 buses. It's important to note those 5 buses transport SIT (Students in Transition) students who live outside the district.

Another factor in the calculation was to end the students' day by 4:00 p.m. In reviewing 'red' routes, we made the adjustment so that all routes for that bus were all on the east side of the district or all on the west side of the district. The 2018/2019 schedule affects four (4) schools: Winchester Village and Jeremiah Gray Elementary moves to Tier 2; and Glens Valley and Abraham Lincoln Elementary moves to Tier 3. All other schools remain the same. The 2018/2019 schedule has been presented to the Administrative staff, the building administrators, the school Board's Transportation Committee and we are here tonight to present at the public work session.

Mr. Denning asked what is the difference in the high school start time. This year the high school begins at 7:05 a.m., next year it will begin at 7:10 a.m.

Mr. Morris stated he has received concerns from parents of high school students worried about what their child is doing in the afternoon after school. He stated most research shows that high school students should start later. Has this been discussed. Yes, it was discussed. In regards to the first concern mentioned, we also have parents who are concerned with their elementary student being released at 1:50 p.m. causing higher day care costs or leaving an elementary age child home alone.

Mr. Johnson asked if we remedied the problem at the beginning of this school year where people didn't click the box on needing transportation. Yes, that has been resolved within the Technology and Transportation Departments.

Mrs. Hartman asked with the increase of minor accidents do we see a trend either in the morning or afternoon. It's both. When a driver is rushed to complete a route or be at a school to pick-up kids, minor accidents occur. The drivers pride themselves on being on time and it is stressful to be rushing and not on time.

Mr. Mertz asked what is our current driver absentee rate in a month or two time frame. Absenteeism is measured in routes. Recently, 36 routes needed to be covered. The attendance bonus is an incentive; 70% of drivers are eligible for the attendance bonus, 30% are not. On a daily basis, you can count on 10% of the work force not being there. It's important to note: substitute drivers who are not familiar with the route take longer to complete a route, especially on the routes that are pushed to the limit. Also, when we are short on drivers, mechanics and office staff have to drive which takes them away from their daily responsibilities.

Mr. Mertz asked when a sub driver is on a newer bus, is the bus preloaded with the GPS software. Indiana law does not allow bus drivers to look at a screen (i.e. GPS) while driving. Other states allow it. If Indiana allowed, we would be able to mount a tablet on a bus and download the GPS software with routes which provides turn by turn directions.

Mrs. Hartman asked how many bus routes are affected by the change in regards to Perry buses and Southport buses. We don't have that number tonight. It varies depending on the tier. We also will take into consideration the driver and how long they have been driving for their school(s). Mrs. Hartman stated that was her concern, changing the drivers.

Mr. Mercer asked do we continually run ads for bus drivers. Yes, all of the time. We advertise for bus drivers on Indeed.com, we advertise via the State Transportation Association, local south side newspapers and a large banner is displayed on the fence along the road at Transportation. Mr. Mercer said he saw at Franklin Central a bus was parked outside on a busy corner with a big sign on it advertising for bus drivers.

ADJOURNMENT

Mr. Denning adjourned the public work session at 6:34 p.m.


EDWARD T. DENNING, PRESIDENT


EMILY HARTMAN, VICE PRESIDENT

Absent 2.12.18
KENNETH J. MERTZ, SECRETARY


COLLIN C. FULTZ, MEMBER


STEVE JOHNSON, MEMBER

Absent 2.12.18
CHARLES R. MERCER JR., MEMBER


JON P. MORRIS, MEMBER