

Committee Members
Tracy Novick, Chair
Jermoh Kamara, Vice-Chair
Susan Mailman

Administrative Representative
Brian Allen

OFFICE OF THE
CLERK OF THE SCHOOL COMMITTEE
WORCESTER PUBLIC SCHOOLS
20 IRVING STREET
WORCESTER, MA 01609

AGENDA #6

The Standing Committee on FINANCE AND OPERATIONS will hold an in-person meeting:

on: June 20, 2023

at: 5:30 p.m.

in: Room 410, Durkin Administration Building, 20 Irving St. Worcester

**This meeting will be in person only. It will be streamed, but not hybrid. If you would like to speak to any item at this meeting, please plan to attend in person.*

ORDER OF BUSINESS

I. CALL TO ORDER

II. ROLL CALL

III. GENERAL BUSINESS

gb 2-92.12 Clancey

(March 8, 2022)

Request that Administration provide quarterly reports regarding building maintenance to include timeframes on when work will begin and be concluded.

gb 2-241.8 - Novick

(August 23, 2022)

To consider monthly updates on the implementation of district-operated transportation during the 2022-23 school year.

V. ADJOURNMENT

Helen A. Friel, Ed.D.
Clerk of the School Committee

STANDING COMMITTEE: **FINANCE AND OPERATIONS**

DATE OF MEETING: June 20, 2023

ITEM: Clancey (March 8, 2022)

Request that the Administration provide monthly reports regarding building maintenance to include timeframes on when work will begin and be concluded.

PRIOR ACTION:

- 3-17-22 - Member Clancey amended the item to read "quarterly" instead of "monthly".
It was moved and voice voted to refer the item to the Standing Committee on Finance and Operations as amended.
- 5-11-22 - STANDING COMMITTEE ON FINANCE AND OPERATIONS
Member Kamara asked for an update on the maintenance issues at Worcester East Middle School. Mr. Allen stated that MSBA rejected the request to repair the windows at WEMS.
On a roll call of 3-0, the item was held for the next quarterly report.
- 6-2-22 - SCHOOL COMMITTEE MEETING
The School Committee approved the action of the Standing Committee as stated.
- 8-15-22 - STANDING COMMITTEE ON FINANCE AND OPERATIONS
Mr. Bedard stated that there were 28 custodial vacancies and the custodial staff has been working diligently to get the school buildings ready for the first day of school. He also indicated that the athletic field preparations have begun and the lead time on supplies like electrical equipment, mechanical equipment and plumbing supplies continue to delay projects.
Mr. Bedard stated that the drinking water sampling for Lead and Copper was completed in May and the process of turning on or off fixtures and placing signage will be completed during the week of August 14th. Letters will be forwarded to principals to notify them of what the reading of the sampling was in their school and the information will be put on the WPS website. The quarterly PCB inspections are scheduled for Burncoat High and Doherty Memorial High schools and the asbestos activities three-year inspections are ongoing.
Mr. Allen stated that the \$150,000 SWIG School Water Improvement Grant from Mass. Clean Water Trust will provide funding for 15 water bottle filling stations in various schools. This will help alleviate the worry about the lead and copper in the drinking water.

(continued on Page 2)

BACKUP:

Annex A (10 pages) Maintenance Update FY23 - Q4

PRIOR ACTION (continued)

8-15-22 - Mr. Bedard stated that the:

- boiler replacements projects have begun at Belmont Community School, Chandler Magnet School, City View School and Goddard School of Science and Technology.
- boiler replacement at Vernon Hill School is in the designing stage.
- largest MSBA funded project will take place at Worcester Arts Magnet School over the next few years. This year, the roof will be completed by August 22, 2022.
- replacement of the hot water systems are being put in at Burncoat High and Burncoat Middle schools.
- bleachers at Burncoat High School are under design.
- general locker repairs will take place at Claremont Academy
- gym floor at Elm Park Community School is in the demolition stage and the bleachers will be installed during the second shift
- walk-in refrigerator will be replaced at Norrback Avenue School
- fire alarms are being replaced at West Tatnuck School

Mr. Bedard stated that once the fixed set of projects are laid out in the Capital Funding, it does not always mean that those projects will take place due to the fact that if a boiler breaks down or an emergency happens, the monies will need to be reallocated for those purposes.

Member Kamara asked if the elevator at Vernon Hill School and the roof in the lunch room at Grafton Street School are being fixed.

Mr. Bedard stated that the freight elevator at Vernon Hill School has significant issues and is beyond having parts replaced. There is no timeline on the repairs and discussions will take place regarding installing a new one. The cafeteria ceiling at Grafton Street school has begun and will be completed before the beginning of the school year.

Member Mailman asked if the system has ever outsourced for custodians.

Mr. Allen stated that outsourcing has not been used for custodial help but that is a conversation that could occur in the future.

Chair Novick asked if the Administration has a timeline for the installation of the bottle filling stations.

Mr. Bedard stated that there is one year to complete the grant and once the materials and fixtures come in, there will be a better understanding of the timeline.

Chair Novick asked if five boilers are a typical number to have work being done on during the year. **(continued on Page 3)**

PRIOR ACTION (continued)

- 8-15-22 - Mr. Allen stated that most MSBA funding is used for boiler replacements and there are times when some boilers fail and need to be worked on immediately.
Mr. Bedard stated that there are at least 2 to 4 boilers in a school and it is not uncommon to have five boilers in the system to be down. When an MSBA boiler project begins in a school, all of the boilers, pumps, wiring, controls, pads, lights are replaced and the room is repainted.
Chair Novick asked what the plans are going to look like for responding to the NEASC report for Burncoat High School and for an update on the work that Honeywell had done and is doing in the school regarding air quality and the HVAC systems.
Mr. Allen stated that the Administration received a proposal from Honeywell which will be submitted to DESE for ESSER Capital approval. Once approved, most schools will be getting some level of Honeywell improvements. Nault Siemens will be addressing the upgrades for schools with air filtrations systems to MERV 13. What has been done through the summer was the planning process for the work to continue and the proposal to be sent to DESE for its approval. The work is scheduled to be completed in 2024.
Chair Novick asked if there will be an update on the ESSER Funds regarding HVAC and ventilations systems.
Mr. Allen stated that the Administration would provide a quarterly report once the approval is obtained from DESE for the HVAC work.
Member Mailman requested that a copy of the two PowerPoints presented be forwarded to the School Committee.
On a roll call of 3-0, the item was held.
- 8-18-22 - SCHOOL COMMITTEE MEETING
On a voice vote, the action was approved as stated.
- 10-12-22 - STANDING COMMITTEE ON FINANCE AND OPERATIONS
Mr. Bedard presented the quarterly maintenance report which included custodial and maintenance services and an update on environmental work. He also provided updates on all capital projects at all WPS schools.
Mr. Allen stated that the priorities are heating systems, boilers and fire alarms and that the safety of all students and faculty takes precedence over any other capital project.
Mr. Allen stated that the ionization equipment and the MERV-13 updates that were installed during COVID were intended to be permanent fixtures in the schools.

(continued on Page 4)

PRIOR ACTION (continued)

- 10-12-22 - Mr. Bedard stated that there have been some delays with Honeywell and Nault Siemens. An architect was engaged to look at some of the yellow mid-range equipment and identified a series of schools where work needs to be done. Honeywell is now ready to get started doing their final field work and go through the schools to look at some of the fine tuning thing that needs to be done to install some of the equipment, potential asbestos and hazardous materials testing. Once they complete that last round, which usually takes about 3 weeks to a month to do that exploratory, then they'll be in a position to put that work out for a bid and then to start. Mr. Allen stated that DESE has given preliminary approval for ESSER funding. The work has always been aligned to ESSER III spending which extends through September 2024. Due to the amount of work and the fact that all schools are getting some level of HVAC improvements other than not brand new schools, it will take additional time to provide that report.. Chair O'Connell Novick asked if a letter should be sent on behalf of the School Committee advocating for an extension on ESSER III spending. Mr. Allen responded that the ESSER III timeframe may need to be extended based on the amount of work that is going into HVACs in the buildings and also potential supply chain issues. The concern is being able to complete all of the work by the September 2024 deadline. Any advocacy about extending ESSER III, even if contractual commitments are in before that date, is something that Mr. Allen would recommend. He stated that there has been language regarding this topic that he can look at to see if its applicable to what is being suggested and then possibly replicate that same language. On a roll call of 2-1 (absent Kamara), the item was held for the next quarterly update.
- 10-20-22 - SCHOOL COMMITTEE MEETING
On a voice vote, the action was approved as stated.
- 2-13-23 Mr. Allen provided updates on the capital projects throughout the district. Discussion centered around the HVAC projects timeline, matching funding sources to priorities, and window/blind replacements.
On a voice vote, the motion to hold was approved.

School Committee – Quarterly Update (FY23 – Q4)

SC Request: That the Administration provide quarterly reports regarding building maintenance to include timeframes on when work will begin and be concluded.

DEPARTMENT LEADERSHIP:

- A new Director of Facilities was hired in April. Richard Ikonen started with the district on May 1, 2023. Over the past month, Mr. Ikonen has been touring all school-owned facilities, meeting with Quadrant Exec. Directors, senior administration and principals,, and is being brought up to speed regarding the general operations of the Facilities Department. Mr. Ikonen has met with the custodial union leadership as well.
- A new Asst. Director of Facilities & Manager of Capital Projects was hired in April. Ryan Hacker started with the district on May 1, 2023. Over the past month, Mr. Hacker has been touring the schools with the new Director, and getting up to speed on the operations of the Dept., and the numerous capital and renovation projects that are ongoing in the District.
- A new Coordinator of Buildings & Grounds has been hired, and started in in June 2023, along with an Asst. Coordinator of Buildings & Grounds. These two positions will be assisting in the management of custodial staff, trades, and oversight of contracted building services.
- Director Ikonen and Asst. Director Hacker have been touring all district properties, and will be assembling a list/report of top identified priorities and deficiencies before the start of the new school year. These will included general deferred maintenance items (interior and exterior to the buildings), and ongoing requests from individual school administration.

CUSTODIAL SERVICES:

- The Custodial Services Team is working to ensure buildings are prepared for the start of the school.
- Supervisors are working with the team to provide the needed support during this time of staffing shortage. We are working daily on custodial coverage and ensuring that our buildings are open and clean. Coverage at the schools is an ongoing challenge, and the department continues to interview & hire applicants as they become available.

- 15 current vacancies out of 164 positions, two custodians started work this week, with two additional interviews scheduled. An additional six are in the hiring process currently.
- With the new custodial contract in place for FY24, increased base wages will help to attract and retain employees.

MAINTENANCE/TRADE SERVICES:

- Facilities Department leadership is accessing/evaluating school work order and computerized maintenance management systems (CMMS). The new systems are superior to the existing platform, bringing modern features and a more user-friendly interface. SchoolDude will be phased out over the next few months, and a new system will be implemented. This will allow for increased efficiency, transparency, and accountability.
- Lead time on parts and materials continues to be a challenge, but have been improving for certain industries over past few months.
- Maintenance Services continues to work on the backlog of SchoolDude work orders at the various schools. A number of Shops have staff vacancies, which impact the amount of work that can be completed in-house.
- External contractors and vendors continue to be engaged to augment the work of the in-house trades group. Purchasing shutdown limits availability to implement new purchase orders until non-emergency purchasing open back up in July/the start FY24.

ENVIRONMENTAL HEALTH & SAFETY:

- A third of district schools were sampled for lead and copper in drinking water (sampling is required every 3-years). Any problematic fixtures have been turned off and updated signage placed, accordingly. Notifications of results to be sent to each school and posted on the district website.
- Began the preventive maintenance schedule for routine filter changes for the existing water bottle fillers and completed one changeout to date. Have a quote to retrofit existing water bottle filling fixtures that do not have filters (8 fixtures total).
- The SWIG (School Water Improvement Grant) project has started with initial demo of existing fixtures. A 3-month grant extension has been approved through the end of September. Installation of new water bottle filling stations fixtures to take place over the summer, followed by required sampling.
- Quarterly PCB inspections are ongoing at Burncoat & Doherty High Schools. Annual air monitoring is scheduled for later this month.

- Continued AHERA activities: 3-year re-inspections completed in January, and 6 month surveillance inspections are to be wrapped up this month.
- Offer of employment has been extended for the Assistant Environmental Health & Safety Coordinator position; candidate has accepted the offer. Onboarding expected for July 2023; HR paperwork in progress.

DISTRICT CAPITAL PROJECTS:

As of July 1st, 2023 (FY24), major “Capital Projects” - projects with a value of \$100,000 or greater - will be assigned an WPS internal Capital Project Number (“CP#”) for enhanced tracking. Project metrics such as percent complete, total project cost (budget), total project spend to date, vendors used, planned/anticipated schedule and overall project status (pre-planning, design, bidding & permitting, construction, substantial completion, closeout) will be included.

Projects with anticipated values between \$10,000 - \$100,000 will also be tracked in a smilier fashion.

These projects may be funded from a variety of sources, including MSBA funds and City of Worcester contributions.

PROJECT UPDATES:

- **ADA District-wide Study:** Deborah Ryan Associates studies nearly complete for the following schools: Thorndyke, Gerald Creamer Center, Harlow Challenge & Reach, Columbus Park, and Lincoln Street. Draft reports have been provided for comment, with final reports anticipated Summer 2023.
- **Belmont Street Boiler Replacement:** This project is now complete.
- **Burncoat Middle & High Traffic Pattern Analysis:** Conceptual design for traffic and pedestrian improvements have been completed by Mount Vernon Group Architects at the same time as the Roosevelt study. A conceptual estimate was provided to the School Committee for review. At this time, there is insufficient funding to execute the entire project as designed.
- **Burncoat High NEASC Reports Studies:** Four firms have been engaged to prepare baseline reports and potential courses of action based on the findings of the NEASC report. These studies include building envelope, accessibility, mechanical systems, and traffic analysis improvements. These studies are now complete.
- **Burncoat Middle & High DHW Tank(s) Replacement:** This project is now complete.

- **Burncoat High Gym Bleacher Replacement:** Project drawings have been finalized and project has been awarded to a general contractor. Anticipated completion before start of new school year.
- **Burncoat High Gym Floor Refinishing:** Project out to bid, with anticipated completion before start of new school year, in line with the bleacher replacement project.
- **Burncoat High Window Blind Replacement:** This project is now complete.
- **Chandler Magnet Boiler Replacement:** This project is now complete.
- **Chandler Magnet Classroom Renovations:** Renovations to select classroom floors, including minor casework and electrical upgrades. Project out to bid, with anticipated completion before start of new school year.
- **City View Boiler Replacement:** This project is now complete.
- **Doherty Memorial High School Construction:** The project is ongoing, and the building is now weather-tight. Mechanical and interior framing installation work continues, and MEP system installs are progressing on schedule. Exterior site work is advancing. Move meetings scheduled and RFP for move being assembled by the OPM. FFE items review taking place currently, with WPS Facilities working with CoW Dept. of Public Facilities to descope outstanding items. Existing school to be demolished after the close of the 2023-24 school year. Project tracking on schedule for a Fall 2024 opening of the new facility.
- **Elm Park Community Gym Floor Replacement:** New wooden flooring is installed, and one coat of varnish has been applied. Roof repairs were undertaken to ensure new flooring system would not be damaged. New doors were installed at South entrance to minimize water infiltration at that location. Vendor is expected to be applying final polyurethane and markings over the next month. The gymnasium walls have also been painted, and new bleacher system installed. Anticipated completion by August 2023, ahead of the start of new school year.
- **Forest Grove Chiller Replacement:** Chiller replacement of two outdoor units. Contract has been awarded and major construction will begin immediately after last day of school. Anticipated completion will be ahead of the new school year.
- **Goddard Boiler Replacement:** This project is now complete.
- **Harlow Challenge & Reach Fire Protection Install:** Install of full fire suppression system. Contract has been awarded and major construction will begin immediately after last day of school. Anticipated completion will be ahead of the new school year.

- **“Honeywell Project” District-wide HVAC Upgrades:** \$22 million investment, across majority of schools in the district. Scope includes automated controls upgrades, exhaust fan replacements, rooftop units, heating systems. Project will be completed in phases, with on-going work through the Fall of 2024.
- **Lincoln Street Bathrooms:** Project construction drawings and specifications are complete. Project will be out to bid in Q3 FY24, with anticipated completion Summer of 2024.
- **McGrath Cafeteria/Gym Floor Replacement:** Project construction drawings and specifications are complete. Mercury testing completed in FY23. Project will be out to bid in Q3 FY24, with anticipated completion Summer of 2024.
- **North High Chiller Replacement:** Chiller replacement of one indoor units Contract has been awarded and major construction will begin immediately after last day of school. Anticipated completion will be ahead of the new school year.
- **Norrback Domestic Water Pump Replacement:** Project construction drawings and specifications complete. Project will be out to bid in June 2023. Schedule to be determined based on equipment lead times.
- **Norrback Fire Pump Replacement:** Project construction drawings and specifications complete. Project will be out to bid in June 2023. Schedule to be determined based on equipment lead times.
- **Norrback Walk-In Cooler Replacement:** Project construction drawings and specifications are in progress. Project will be out to bid in Q3 FY24, with anticipated completion Summer of 2024. Temporary provisions will be put in place for the start of the 2023-24 school year.
- **Roosevelt Traffic Pattern Analysis:** Conceptual design for traffic and pedestrian improvements have been completed by Mount Vernon Group Architects. A conceptual estimate was provided to the School Committee for review. At this time, there is insufficient funding to execute the entire project as designed, but Facilities leadership is exploring alternative schemes and lower cost alternatives to alleviate traffic issues experienced at drop-off and pick up.
- **South High Construction:** Fields are now complete and in use by the district. WPS Facilities is working with general contractor to ensure punch list items and MEP systems are functional. Some retro-commissioning may be required, especially on HVAC systems.

- **Vernon Hill Boiler Replacement:** This project is now complete.
- **West Tatnuck Fire Alarm Replacement:** This project is 95% complete and pending final punch list and sign off by Worcester Fire Dept.
- **West Tatnuck Cafeteria Floor Replacement:** Project construction drawings and specifications are complete. Project will be out to bid in Q3 FY24, with anticipated completion Summer of 2024.
- **Worcester Arts Magnet ADA Improvements:** This MSBA project has been designed and construction has started. Long lead time items have been ordered. Major construction will start June 21, 2023, with anticipated completion ahead of the 2023-24 school year. This is Phase II of the ARP 2020 roofing project, which is 100% complete.
- **WTHS Parking Garage Repairs:** Project construction drawings and specifications complete. Project is bid and contract signatures in process. Anticipated to be complete ahead of the new school year.
- **WTHS Air Compressor Replacement:** Project construction drawings and specifications complete, calling for full replacement of two air compressors. Facilities is looking at an option to rebuild the existing compressor units as the lead time on new equipment will not allow for completion ahead of the 2023-24 school year. Full replacement with new equipment is targeted for Summer 2024.

OTHER PROJECTS:

- **Worcester East Middle Window Replacement & ADA Upgrades:** WPS is exploring options for replacement of all exterior windows at Worcester East Middle School. Feasibility studies have been completed, and Facilities is reviewing cost and scope data. Window upgrades would likely trigger ADA required major improvements (code complaint elevator, walkways, door openers, bathrooms, etc.).
- **District-wide Playground Assessments:** Playground deficiencies are being studied and addressed by the new Asst. Coordinator of Buildings & Grounds. Minor/make-safe improvements (new mulch, minor structure repairs, etc.) will be completed ahead of the 2023-24 school year. A larger District-wide RFP will be issued to address major issues for work to occur during Summer 2024.
- **School Relocations:** La Familia Dual Language to Chandler Magnet and Alternative School (St. Casimir's) to 11 McKeon Road (leased location at former Woodard Day School). Separate moving contracts have been awarded for each relocation. Both moves will be started after June 21, and complete by June 30.

SECLECT PROJECT PHOTOS/PLANS:

Typical New HE Boiler installed:



Worcester Arts Magnet, Interior ADA Upgrades:

Roosevelt Traffic Analysis:

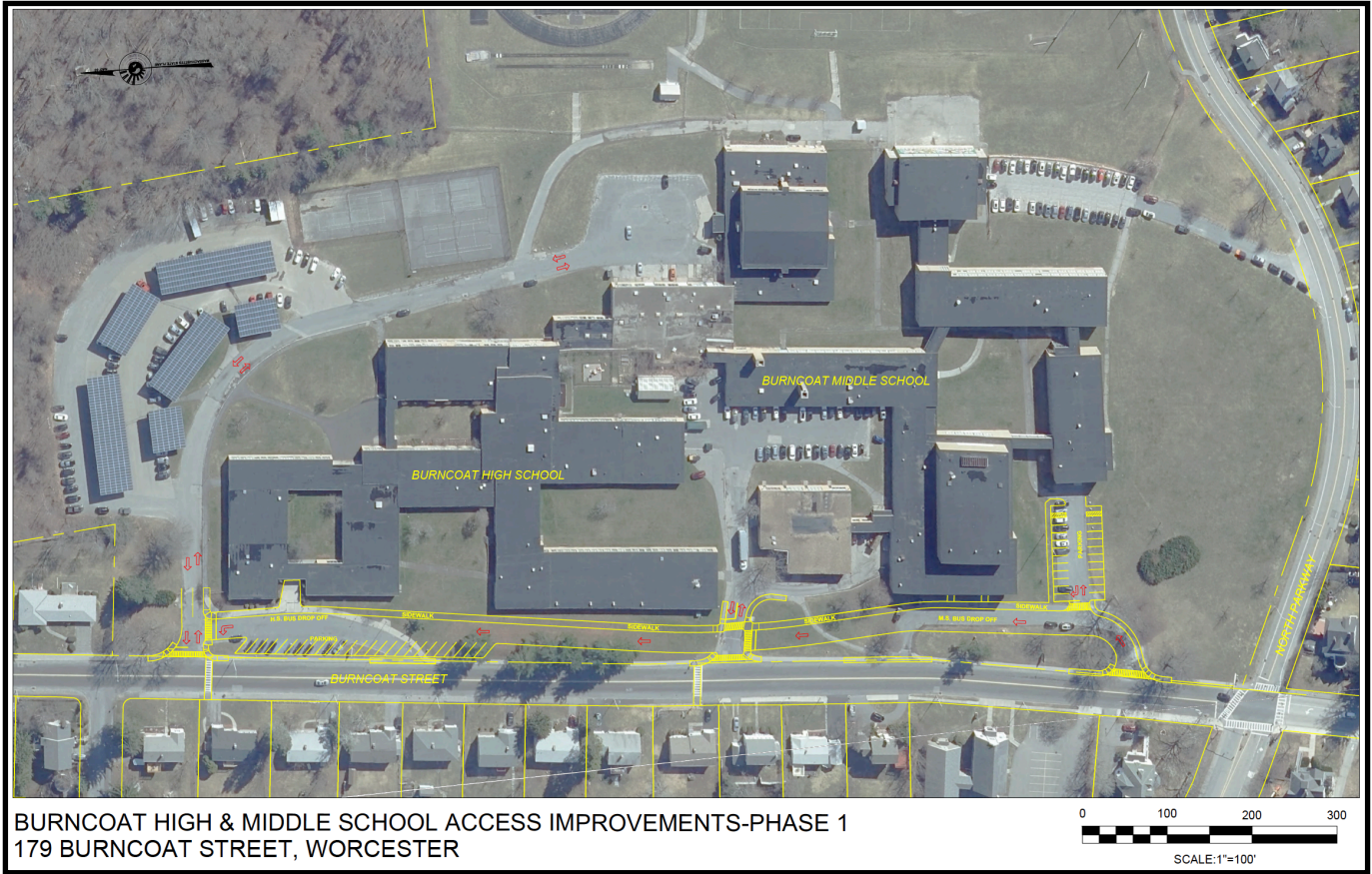
**ROOSEVELT SCHOOL, WORCESTER
PHASE 1**

NOTES:

1. BUS LOOP IS ONE WAY WITH RIGHT TURN OUT ONLY DUE TO LIMITED STOPPING SIGHT DISTANCE ON SUNDERLAND ROAD.
2. THE NEW PARKING LOT HAS A SEPARATE TWO WAY ENTRANCE 68 SPACES ADDED.
3. SIDEWALKS & CROSS WALKS ON SUNDERLAND ROAD ARE REVISED TO IMPROVE SAFETY FOR PEDESTRIANS.
4. SAFETY IMPROVEMENTS SHOULD INCLUDE UPDATED SAFETY SIGNING & PRE-SIGNING FOR THE SCHOOL & CROSS WALKS.
5. ELIMINATE CONNECTION BETWEEN TWO DROP OFF AREAS.
6. AS PART OF PHASE 1: CUT OUT SPACES AND ISLANDS AT THE EXISTING PARKING LOT TO ALLOW PARENT DROP CIRCULATION.

0 80 160 240
SCALE: 1"=80'

Burncoat Middle & High Traffic Analysis:



STANDING COMMITTEE: FINANCE AND OPERATIONS

DATE OF MEETING: June 20, 2023

ITEM:

To consider monthly updates on the implementation of district-operated transportation during the 2022-23 school year.

PRIOR ACTION:

9-1-22 - On a roll call of 7-0, the item was referred to the Standing Committee on Finance and Operations.

9-8-22 - STANDING COMMITTEE ON FINANCE AND OPERATIONS

Mr. Allen presented the September Student Transportation update which included:

- 74 Full-Size Bus Drivers (full size): 17 WPS buses
- 95 Mid-Size Bus Drivers and 12 new buses
- 109 Bus Monitors 42 leased
- 35 Drivers in Training

Additionally, 32 new buses were awaiting registration and inspections. The number of drivers currently in training are projected to bring the Transportation Department to full budgeted strength. He stated that the district began this school year using the new Versatrans My Stop app and that a few technical issues occurred in particular, double trips do not show on the app, and some adjustments were made.

If there are any questions regarding accessing the app, caregivers can call the Transportation Department at (508) 799-3241.

Mr. Allen also stated that any School Committee policy change including changing start times or changing walk zones for the 2023-24 school year impacting the number of buses needed would have to be voted on as soon as possible in order to place orders for additional buses for next year.

There are 13 buses coming off of lease at the end of this school year, and Mr. Allen provided information of various alternative fuels for those buses that have been explored by the administration; a decision on that would also be needed as soon as possible. Administration recommends that the district plan to use propane for this set of buses, and pilot an electric bus.

The district plans on implementing a transportation registration portal for secondary students to pre-register in order to allow for better load management and planning for 2023-24.

He thanked the whole transportation team including drivers and liaisons for their work during the first two weeks of the school year.

BACK UP:

Annex A (2 Pages) Transportation Monthly Update for June 2023

PRIOR ACTION (continued)

9-8-22 - Member Mailman asked if there was any data available from other districts that currently use electric buses. Mr. Allen stated that he and Mr. Hennessey have been attending transportation conferences pertaining to the use of alternative fuel, but due to the fact that electric buses are three times the cost of a regular school bus, and that there are concerns about such buses' with the cold climate, with hills, as well as with the infrastructure needed for their support, the district would prefer to use propane as the alternative fuel choice at this time, piloting an electric bus.

Mr. Hennessey provided the following advantages of using propane in the buses rather than gasoline:

- price per gallon is significantly less
- maintenance is significantly lower
- no engine warmup needed for heating
- less oil changes needed
- no hazardous waste

Chair Novick asked if there are plans to provide My Stop access for private and parochial school families and Mr. Freeman stated that it is possible, but will take further data sharing.

Member Mailman asked for more information on the out-of-school providers and Mr. Allen stated that the Administration met with them again in August and provided the current practice which is if a bus is heading in a certain direction and if there is capacity to take on the students. The process has not changed, but it's the number of buses heading in that direction that has changed. Once there are more buses and drivers, there will be greater flexibility. Mr. Hennessey stated that the district started with the same locations that it ended with last year. Mr. Freeman stated that there were other providers such as Ride Rite that were providing transportation but they are also experiencing capacity issues.

Chair Novick stated that the Student Handbook clearly states that the transportation provided is from a student's home to school and school back home. She questioned if the Committee should consider clarifying the language. She also asked if a parent inquired about out of school transportation, they should call the Transportation Department for information. Mr. Allen suggested they could call the provider.

On a roll call of 3-0, gb 9-355, gb 1-101, gb 2-44, gb2-109 and gb 2-205 were filed and gb 2-241 will be the current transportation item and will be held for the next meeting.

9-15 22 - SCHOOL COMMITTEE MEETING

The School Committee approved the action of the Standing Committee as stated.

PRIOR ACTION (continued)

10-12-22 - Mr. Allen presented the monthly transportation update with the staffing plans for the next school year as of October 5, 2022.

	Full Size Bus Driver	Mid Size Bus Drive r	Bus Monitor s
Total Employees (or in Process)	73	97	110
Current Routes	<u>74</u>	<u>89</u>	<u>89</u>
Difference between Planned Routes	-1	8	21
Total Planned Routes	<u>101</u>	<u>95</u>	<u>95</u>
Difference between Planned Routes	-28	2	15
Budgeted Positions	<u>118</u>	<u>112</u>	<u>112</u>
Difference between Budgeted Positions	-45	-15	-2

Drivers in Training

	1
Permitted Drivers	5
Trainees working on Permits	<u>1</u>
	<u>4</u>
	2
	9

In addition, there are 40 additional people in the evening training program.

School Bus Vehicle Procurement

Current Vehicle Fleet	Full-Size Bus	Mid Size Bus
WPS Buses	16	63
New Buses	48	0
Leased Buses	<u>49</u>	<u>44</u>
Total Vehicles as of 8/31/22	113	107

Mr. Allen provided an update on electric school buses and stated that there have been a number of meetings over the last month. He was under the assumption that the district was not eligible for some of the federal EPA funding under the infrastructure for some vehicles. He believes that even though the district does not have diesel engines that some of the older combustion gas engines may qualify to be exchanged for electric school buses. If that is the case, it is the district's intention that the next round of funding window will open this month and it will work on an application up to 15 electric school buses to add to the fleet.

- 10-12-22 - The School Committee last week authorized the district to lease 13 buses for next year, but it is thinking about buying out those leases and keeping them and pursue the electric bus option instead. He will be providing an update at the next meeting on the status of the application. He stated that the WPS is a high priority district for funding consideration but there's a lot to consider including a new infrastructure that would need to be installed.
- Member Kamara asked for an update on athletic transportation and Mr. Allen stated that in the past, the WEDF provided funds for field trips using AA Transportation and this year, with the district owning its own buses, there has been a \$40,000 savings.
- Mr. Freeman stated that there has been some compatibility issues with the MyStop app due to drivers using tablets and incurring a break in the GPS connection. IT technicians are working on trying to fix the problem.
- On a roll call of 3-0 the item was held.
- 10-20-22 - SCHOOL COMMITTEE MEETING The School Committee approved the action of the Standing Committee as stated.
- 11-17-22 - **gb 2-241 - Novick (August 23, 2022)**

Mr. Allen provided an update on the implementation of the district operated transportation. There has been an increase of 5 full-sized bus drivers, 3 mid-sized bus drivers, with more in the pipeline. With regard to vehicles, Mr. Allen stated that the transition of bringing in the new buses, getting them registered and inspected, and sending the leased buses back is ongoing; the district is up 22 buses from last month. The hope is to have all 100 new full-sized buses on property next month. There is no change in mid-sized buses. The landlord has received all necessary permits for construction of the fueling station on Pullman Street; the plan is for that to be operational next year.

In response to a question from Vice Chair Kamara, Mr. Allen stated that for the fall season, bus transportation was being provided to athletics only after 4 pm. Winter season is generally night events; it is expected that for the spring season, the increase in drivers and vehicles will allow for athletic transportation at the end of the school day.

In response to a question from Member Mailman, Mr. Allen stated that administration shares some of the concerns shared during public comment, and that there is ongoing work with schools regarding student behaviors on school buses. He further stated that questions regarding response times can be addressed during the upcoming joint labor-management meeting.

Mr. Allen stated that at this time, the administration has decided not to pursue the lease of propane vehicles due to the length of time it is taking for vehicles to arrive. The intent is to purchase the 13 buses coming off of lease; the district also will pursue the upcoming federal

grant for 15 electric buses.

Mr. Allen stated that there will be an update on phasing in the new drivers at the December meeting; there is a planned schedule being constructed. Mr. Allen stated that the administration may be asking the School Committee to add training staff further to address the ability to move trainees through the pipeline.

On a roll call of 3-0, the item was held.

2-13-23

Mr. Allen presented an update. He highlighted that we hired 7 new drivers, had 8 drivers retire/resign, and for the first time in two years there are two after school buses for athletics. He mentioned that all the full sized buses are now owned and operated by WPS. Mid-sized and wheelchair vehicles are not available due to supply chain issues, but Mr. Allen is putting out a new bid for alternative layouts on 7D vehicles as those may be available sooner.

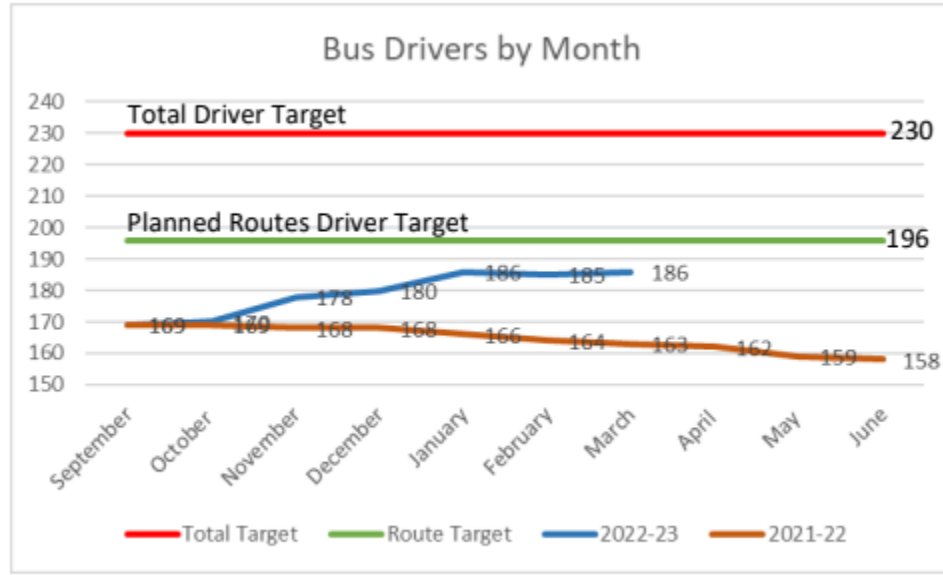
On voice vote, the motion to hold was approved.

3-20-23

Mr. Allen agreed with the public comment and stated that the Administration is trying to hire as quickly as possible. There are also 37 individuals in the process getting their CDL licenses and becoming drivers. Fuel station should be up and running by the next monthly report. RFID readers are being installed currently to ensure only the correct vehicles are fueled. The 7D vehicles are still delayed due to supply chain issues.

Member Mailman requested information on driver and monitor loss. Mr. Allen stated that the information provided shows the net change, confirming there is some attrition, and that approximately 50% of the people in the program do not complete it. Ideally, the department would have hired to plan for absences, however staffing levels have not been met. There are 19 job offers out for bus monitors.

Chair O'Connell Novick highlighted missing information on transportation increases in the budget presentation at the previous meeting and wanted to know if there was any comment on that. Mr. Allen stated that in using our transportation we are able to provide transportation without a significant increase like other districts.



On a roll call of 3-0, the motion to hold the item was approved.

4.24.23

Mr. Allen noted that the district had been running 74 routes for much of the year; the district is now running 81 routes, which is freeing up seven buses for after school athletic transportation. Transportation has 17 permitted drivers, with a number of them taking their tests soon, with 11 trainees working on their permits; the administration plans to continue to partner with MassHires, as there is always going to be turnover. Mr. Allen said double trip routes are down to 20. Mr. Allen said that the 7D vans are expected in December of this year. The gas station is now open. District transportation has conducted almost 400 field trips so far this year; the FY24 budget will include funding for any school-related trip for which district transportation has a vehicle and staff available. Mr. Hennessey added that the district does still have time restrictions, as the first responsibility of the transportation department is from home to school and school to home.

Vice Chair Kamara noted the very natural and normal process. She asked for clarification on which games are being provided transportation; Mr. Allen said that scheduling was done by athletic department. The buses on the 2:30 schedule can be seen on the district athletic schedule each week.

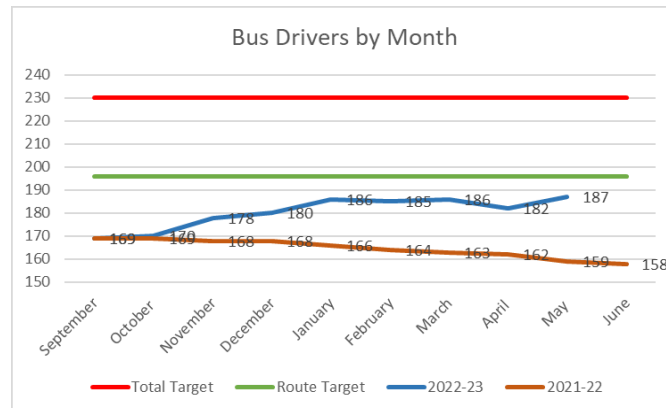
Member Mailman asked if administration knew how many field trips were not done; Mr. Hennessey said no, but Mr. Allen said it largely is due to the time window during which buses are available. Mr. Hennessey added that in some cases, schools have been able to adjust their time to meet the window.

Chair O’Connell Novick asked that athletics scheduling such that more buses are needed for a slot than buses are available be worked to avoid. She asked if the district contracts with outside providers are

structured such that we can end them once the 7D vans come in; Mr. Allen said that they are. She asked about updates on electric buses. Mr. Allen said that this week, the EPA announced the second round of grant applications. Mr. Allen said that the district intends to apply for up to 15 buses, which would cover the cost of the vehicle and charging stations. Mr. Allen said that it is believed that this can be done at the current facility for transportation. Chair O'Connell Novick suggested that late buses would be welcomed by secondary schools, and asked that the administration look into that idea in future planning. Mr. Allen said it would eliminate transportation being a barrier to participation for students.

On a roll call of 3-0, the item was held.

5-22-23 Mr. Allen provided an update that highlighted additional drivers, a fully operational fueling station, and anticipated arrivals of future vehicles. Chair O'Connell Novick, asked for an explanation of what was meant by fuelers. The budget reflects five fuelers that will shuttle buses back and forth in order to provide fueling between trips for after school activities. Chair O'Connell Novick would like to see more buses available for sports. She also asked if there were any gaps or places to make changes that the SC should be aware of. Mr. Allen stated that due to the support the Administration has gotten we have been able to make adjustments. Below is the updated chart for drivers:



Chair O'Connell Novick made a motion to hold the item. On a voice vote, the motion was approved.

WORCESTER PUBLIC SCHOOLS
STUDENT TRANSPORTATION MONTHLY UPDATE
June 2023

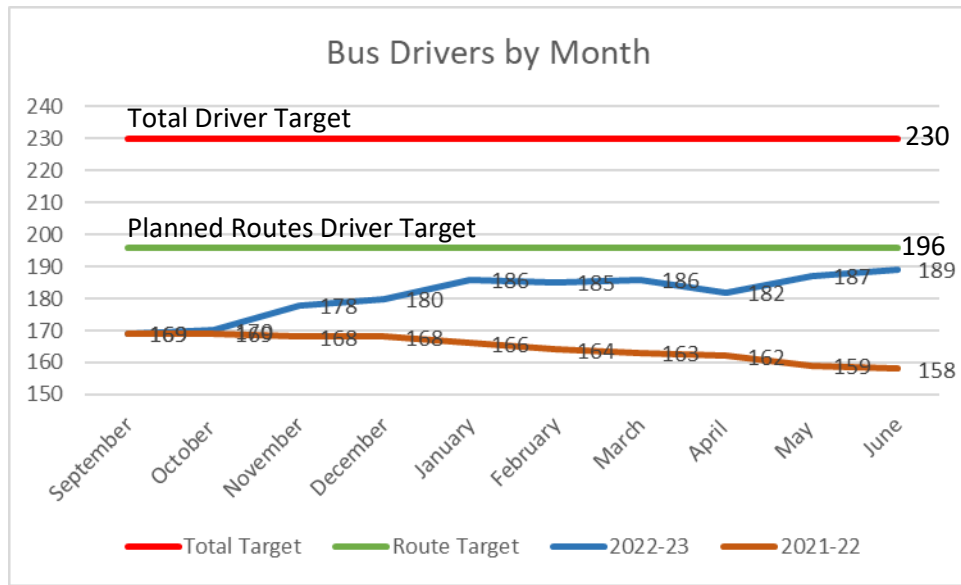
Bus Driver Hiring and Recruitment

As of June 14, 2023, the staffing levels are as follows:

	Full Size Bus Driver	Mid Size Bus Driver	Bus Monitors
Total Employees (or in Process)	85	104	107
Current Routes	<u>81</u>	<u>89</u>	<u>89</u>
Difference between Planned Routes	4	15	18
Total Planned Routes	<u>101</u>	<u>95</u>	<u>95</u>
Difference between Planned Routes	-16	9	12
Budgeted Positions	<u>118</u>	<u>112</u>	<u>112</u>
Difference between Budgeted Positions	-33	-8	-5

Drivers in Training

Permitted Drivers	12
Trainees working on Permits	<u>4</u>
	16



School Bus Vehicle Procurement

Current Vehicle Fleet	Full-Size Bus	Mid-Size Bus
WPS Buses	16	53
New Buses	100	0
Leased Buses	0	45
Total Vehicles	116	98

Key Highlights from the year!

A successful first year of district-operated transportation!

100% of big buses delivered

Mid-Size, Wheelchair, and 7D Vans on order

Fueling Station operational

June 2023: 31 more bus drivers than in June 2022

52 bus drivers were hired through the MassHire Program
Next MassHire class to start July 10th

**District-Operated Student Transportation
Recognition**

Recipient of the **2023 Donald J. Johnson Operational and Cost Efficiency Award**
from the Massachusetts Association of School Business Officials (May 2023)

&

Recipient of the **2023 Pinnacle Achievement Award**
from the Association of School Business Officials, International. (to be awarded October 2023)