

# ***South Portland School Department***

## ***Transportation Department***

BUDGET PLAN 2019-2020



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Director of Transportation

# WHAT YOU WILL LEARN

- What the Transportation Department does
- What the pressing needs are for the Department



# Transportation Dept. Mission Statement

**“We are dedicated to providing a friendly, safe and secure transportation experience to our students.”**



# *Transportation Department Overview*

- Office is open 5:30 a.m. – 5:00 p.m. (M – F)
- 28.5 permanent employees (17 drivers, 4 aides, 2 van drivers, 3 mechanics, 1.5 clerks, Director)
- Many spare bus drivers (up to 8)/ aides (up to 5)
- Transport students 7 days a week, nights and holidays
- Transport students year round

- We have 22 school buses, 2 vans and 8 support vehicles.
- We also service and maintain a school bus fleet of 33 buses and 8 vans for Portland Public Schools.
- Our school buses travel approximately 280,000 miles a year while transporting 1,700 students daily.



# Transportation Continues in the Summer

- Transport students for district and community summer programs from late June through mid August
- Variety of programs throughout the summer (EYS, Rec, Title I, Learning Works, etc.)



# STAFFING CHALLENGES



# STAFFING CHALLENGES

- Covering homeless transportation, special education/ behavioral transportation and employee absences which can change daily or weekly
- Covering additional trips for seasonal athletic contests and practices and student field trips
- Having sufficient time for mechanics to maintain South Portland and Portland bus fleets
- Having sufficient office phone coverage during operating hours



# PLAN TO ADDRESS STAFFING CHALLENGES

- Increase P/T clerk to F/T clerk
- Possibly add another full-time bus driver in the Fall if warranted
- Continue offering bus driver classes for the public, free of charge through Adult Ed, and hire new drivers as substitutes when they finish



# CAPITAL IMPROVEMENT PLAN



# CAPITAL CHALLENGES

- Of the 22 school buses of various types in our fleet--18 are used daily with 4-5 needed as spares in the Fall/Spring
- Almost  $\frac{1}{3}$  of buses are 10+ years old
- Increasing costs to repair and maintain



# PLAN TO ADDRESS CAPITAL CHALLENGES

- We are replacing 4 buses in FY19
- We propose to purchase through a 3-year municipal lease 3 Type C buses in FY20 (1 Type C and 1 Type C with wheelchair have Maine DOE approval)
- Diesel buses cost ~\$95,000 -- we are exploring the purchase of gasoline or electric buses with or without significant state subsidy
- Anticipating purchasing 2-3 buses/year in FY21/ FY22
- Need to determine busing needs if MS project approved

# BENEFITS OF FLEET IMPROVEMENT

- Large reduction in repair costs
- Regular maintenance program increases reliability and student safety
- Decreased need for emergency replacement



**I am happy to answer questions at  
this time**



# School Bus Purchase Program

**Program Cycle** (3 stages and 5 steps per cycle)

## **Stage I**

1. Application Nov. 1 – Nov. 25 (EF-T-17)
2. Approval (Dec. 30 to Jan. 15)

## **Stage II**

3. Purchase (EF-T-20) or cancel a bus (EFT-20A)
4. Transportation reports

## **Stage III**

5. Subsidy begins (ED 279)



# School Bus Purchase Program

1. “Bus replacement” application
  - Replace an existing bus lost due to emergency
  - Replace an existing bus near the end of useful life
  - Add a new bus to the district fleet and remove the existing bus from service (sale or parts)
2. “Addition to fleet” application
  - Respond to unique district situations
  - Add a new bus to the district fleet without taking an existing bus out of service





# School Bus Purchase Program

## Minimum Program Qualifications (Bus replacement – end of life)

### Vans

- Shall have seven (7) years useful life and accumulated 100,000 miles

### Type C school buses

- Shall have ten (10) years useful life and accumulated 125,000 miles

### Type D school buses

- Shall have fifteen (15) years useful life and accumulated 300,000 miles



# School Bus Purchase Program

## How are buses put on a list to be considered for a bus purchase?

A district must submit an application for a new bus

- School Bus Purchase Request (form EF-T-17)
  - “Bus replacement”
  - “Addition to fleet”
- The forms are located in NEO Transportation

Applications are received by the state annually

- Open date: November 1
- Close date: November 25
- Emergency requests are open all year



# School Bus Purchase Program

## Program application rounds

### Round 1

- Occurs annually
- Applications opens Nov. 1 and closes Nov. 25
- Approvals announced Dec. 30 to Jan. 15

### Round 2

- Depends on cancellations, may or may not occur
- Opens after Round 1 approval announcement
- All applications that did not make Round 1 approval are automatically moved to Round 2
- No specific approval date (March to Oct.)



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