

SAU 41 GOVERNING BOARD

AGENDA

Thursday, May 11, 2017

6:00PM

Captain Samuel Douglass Academy

Times are estimates only and subject to change without notice

6:00 Call to Order

6:05 SAU Board reorganization

- Chair
- Vice Chair
- Treasurer
- Secretary
- SAU 41 Policy Committee

Appointment of Process Observer

Agenda Adjustments

6:20 Public Input

Approval of Minutes

6:30 Non-Public under RSA 91-A:3II (a) Compensation and/or (c) Reputation

7:20 Discussion

- Review of Revenue and Expense Report
- New SAU 41 Website
- Lookback on superintendent review process

7:50 Deliberations

- To see what action the Board will take regarding acceptance of the votes case on the SAU 41 FY18 Budget Warrant Articles (663 in favor and 183 against)
- To see what action the Board will take regarding recommended contract/compensation for SAU staff members
- To see what action the Board will take regarding recommended SAU 41 Governing Board meeting dates for the 2017-2018 school year

8:10 Agenda Building

8:15 Adjourn

May, 2017

To: SAU Governing Board
From: Andrew Corey, Superintendent
Re: Board reorganization

At the reorganization meeting, the Superintendent/Assistant Superintendent conducts the meeting until a new Chairperson is elected.

As per previous conversations with our attorney, the following process will be utilized for the nomination and election of a Chairperson:

- Open the floor for nomination of Chairperson
- Accept a nomination and ask for a second for each individual put forth
- Call for discussion – discuss each candidate
- Call for a vote
- If nomination fails to achieve a required majority I will open the floor again and repeat the process.

We have been advised to handle one nomination at a time. During the discussion phase, a Board member is free to speak for or against the nomination and indicate if the nomination fails, they would nominate another specific individual. Once the Chairperson is elected, the Chairperson will take over the meeting and conduct the election of the Vice-Chairperson in the same manner.

SAU 41 GOVERNING BOARD
FEBRUARY 22, 2017
MEETING MINUTES

A meeting of the SAU 41 Governing Board was conducted on Wednesday, February 22, 2017 at 6:00 p.m. at the Captain Samuel Douglass Academy, Brookline.

Tom Solon, Chairman, presided:

Members of the Board Present: Laurie Miller, Vice Chairman
Lauren DiGennaro, Treasurer
Elizabeth Brown, Chairman, Hollis/Brookline COOP
Holly Deurloo Babcock, Secretary, Hollis/Brookline COOP
Matthew Maguire, Chairman, Brookline School Board
Eric Pauer, Hollis/Brookline COOP
Erin Sarris, Secretary, Brookline School Board
Michelle St. John, Secretary, Hollis School Board
Cindy VanCoughnett, Hollis/Brookline COOP
Krista Whalen, Hollis/Brookline COOP

Members of the Board Absent: Tammy Fareed, Secretary
Chris Adams, Hollis/Brookline COOP
Tom Enright, Hollis School Board
Kenneth Haag, Brookline School Board
Patricia Lynch, Vice Chairman, Brookline School Board
Robert Mann, Chairman, Hollis School Board

Also in Attendance: Andrew Corey, Superintendent
Gina Bergskaug, Assistant Superintendent
Kelly Seeley, Business Administrator
Linda Sherwood, Assistant Business Administrator

APPOINTMENT OF PROCESS OBSERVER

Chairman Solon appointed Holly Deurloo Babcock to serve as Process Observer.

AGENDA ADJUSTMENTS

A request was made that the agenda be adjusted to include, under discussion, an update on transportation.

There being no objection, the agenda was adjusted as requested.

PUBLIC INPUT - None

APPROVAL OF MEETING MINUTES

SAU 41 Governing Board December 15, 2016

The following amendment was offered:

Page 7, Line 38; insert "starting" before "salary"

MOTION BY MEMBER MAGUIRE TO APPROVE AS AMENDED

MOTION SECONDED BY MEMBER WHALEN

MOTION CARRIED

9-0

Members Deurloo Babcock and Brown Abstained

SAU 41 Governing Board – **Public Hearing**. December 15, 2016

MOTION BY MEMBER MAGUIRE TO APPROVE AS WRITTEN

MOTION SECONDED BY MEMBER WHALEN

MOTION CARRIED

9-0

Members Deurloo Babcock and Brown Abstained

SAU 41 Governing Board - **Non-Public**. December 15, 2016

MOTION BY MEMBER MAGUIRE TO APPROVE AS WRITTEN

MOTION SECONDED BY MEMBER WHALEN

MOTION CARRIED

9-0

Members Deurloo Babcock, Brown, Miller, and Whalen Abstained

DISCUSSION

• **Transportation**

Superintendent Corey stated both Hollis Transportation and the SAU apologize for and share in the frustration that has come about over the issue of transportation. Hollis Transportation began the school year fully staffed. What has occurred since could not have been predicted. Two drivers are out with long-term issues, and the bus company, like many businesses, has experienced a rash of illnesses with the season. This has forced the company to combine routes, primarily in Hollis, in order to get all students to and from school safely and as efficiently as possible.

The company presently has three drivers in training; one has recently been fully cleared by Concord, will finish up the 10 hours of final training and is expected to be driving following the winter break. The company also has a full-time driver that will be coming on who will be doing field trips and extra-curricular athletic trips. The company has been and will continue to run regular ads.

The task of acquiring a commercial (bus) driving license is not an easy one. The process can take from 1-3 months and, at times, longer.

When the transportation company is forced to split routes an adjustment is made in billing; the SAU is not charged for services that are not provided. The issue is not limited to Hollis and Brookline; it is a regional problem. There are companies that compensate their drivers at a higher rate; however, for the past 39 years Hollis Transportation has competitively compensated their drivers for providing dependable services to the SAU. What is being experienced at this time is a unique situation that has impacted the SAU on and off for a period of several months. The goal of the transportation company is to be back on track following school vacation.

Superintendent Corey noted he has spoken with each of the Administrators, and been made aware, in Brookline, double runs have had to be done on two (2) occasions. That means the bus finishes an entire elementary route and then comes back for pick-up. On five (5) other occasions, students have had to take a bus from Richard Maghakian Memorial School to Captain Samuel Douglass Academy (CSDA), but when arriving at CSDA their bus was waiting for them, and the went on their normal routes. The Administration has not received much in the way of concerns from parents in the Brookline School District.

The Hollis Brookline Middle School and High School have been the least impacted by the current situation. They are the first runs. There is the ongoing concern, which is encountered nearly yearly, regarding field trips, extra-curricular trips, and athletic trips. In those instances, the practice of Hollis Transportation having the right of first refusal has continued. If they are unable to provide the necessary transportation, the Administration then looks to other companies for that service. The SAU has utilized a bus company out of Chelmsford, MA, which has expressed an interest in providing such services to the SAU.

Where the major issue has been experienced is at the Hollis Upper Elementary School (HUES) and the Hollis Primary School (HPS). They have been impacted by split runs. Dates of occurrences were provided. Some late buses have been experienced in the a.m. Although that has not impacted academics, in some instances, students missed the morning meeting. HPS has tweeted the afternoon changes and followed that up with a Power announcement explaining what steps need to be taken to switch plans, e.g., often times parents will want to come in and pick their child up, etc. Principal Fowler reports late buses (HUES). Although she cannot be certain, she is of the belief that has occurred on less than 10 days and perhaps less than 5 days. Most of the time, they arrived around 8:35 a.m. (during announcements). No double runs have occurred in Hollis. There have been a few occasions where the COOP bus has been about 10 minutes late resulting in a group of students waiting to be picked up. Upon realizing some students are changing buses (come in

on one bus and return on another bus to another location) Principal Fowler began utilizing AlertNow and school-wide announcements. Principal Fowler has indicated she does not believe there has been a big impact for student academics, e.g., students are made aware of bus changes between classes and during specials.

The information provided listed the dates for the Hollis split runs this year. This became a problem in December as a result of drivers becoming injured on the job. Superintendent Corey stated he reached out to determine if this is a problem for other districts. Londonderry is advertising for 5 drivers, Merrimack is down 2 drivers but was able to pull drivers from Pelham (part of First Student chain and able to switch drivers; have 3 charter drivers doing regular routes and two office people driving as well). Nashua is down 10 drivers. To further understand the issue, he went online searching for New Hampshire bus driver jobs. He listed several transportation companies and the number of drivers they are currently seeking.

Superintendent Corey noted, since December 20, 2016, he has exchanged 90 text messages, 39 emails, had 3 meetings, and had several phone conversations with the transportation company. This issue has been a priority; however, the SAU simply has not had access to drivers. The transportation company contacts the impacted school as soon as they become aware of an issue. The Principal notifies the families of adjustments. The larger concern is the communication of the issues prior to school starting. On Monday, the issue, with 5 drivers being out was, were we holding school. He stated he received a call at about 4:50 a.m. asking if the district wished to run or close. Already having had 5 snow days and delays, he made the decision to run. That is why it was posted on Facebook, which seemed to be very well received. He spoke with Hollis Transportation again today. They are willing to post it on their Hollis Transportation Facebook account because there are times when between that 5:00 a.m. and 6:00 a.m. hour they receive a sick call and all of a sudden their entire day changes.

Superintendent Corey stated the SAU will post a similar document on the website under the Superintendent's message. Families will be directed to check the Hollis Transportation Facebook account at 5:00 a.m. for updates. The SAU will look to coordinate a time during the day when families can check the site to be informed of whether or not there would be any impact with afternoon runs. He stated his belief the situation will be improved after the February vacation.

Superintendent Corey commented one of the frustrating things for the bus company is drivers moving from one transportation company to another are required, by the State, to once again go through the process of background checks, 10 hours of driving, and the training.

At the end of every month, Hollis Transportation works with the business office, they go through all of the split routes, and arrive at a dollar amount by which the monthly invoice is reduced.

Superintendent Corey apologized to anyone who may have felt this issue was not a priority as it most certainly has been. It has been an issue that cannot be resolved simply. He provided examples of days in the schools where there are absences unfilled meaning that teachers have called in sick, etc. What happens in those instances is other teachers provide the necessary coverage so that, from the standpoint of the students, it is seamless. When it comes to transportation, there simply are not extra drivers to provide coverage. Superintendent Corey commented Principal Thompson has brought up the conversation of he himself being trained as a bus driver, and is looking to see if there are teachers who may be interested in such training. That angle will be pursued as well.

Chairman Solon thanked the Superintendent for the update, and remarked it is clear from the information provided, that a great deal of work has been done. The question he has heard most frequently is when it is known that a route is impacted is there a way to predict that impact such that people know what the adjustment will be rather than simply indicating the route will run late.

Superintendent Corey responded in the a.m. runs, it is harder to predict what time the bus would arrive given the situation would be that of a new driver not necessarily familiar with the route/stops. The process is longer. In the afternoon, what they have primarily done is reviewed the particular routes that seem to have been impacted the most. Because of the dynamics of the route if two buses having stops in close proximity to one another are combined, it results in a longer run. However, that is preferable to finishing a single run and coming back to do another, which is what has to occur in Brookline. It is hard to predict. When a run is doubled up it results in an approximate 15-20 minute delay. Principals have done their best to get that information out. Efforts will continue to improve upon that. Also being looked at are long-term solutions, e.g., establishing the practice of utilizing the Hollis Transportation Facebook page as a source of information for families. Part of the issue at present seems to be differing messages received by parents from the school and the bus company given the fluidity of the situation.

Ms. Brown questioned how the reporting occurs between the schools and the bus companies. She used the example of the dates provided for the Hollis split runs; particularly the instance the previous day which was not included on the list; bus 11 was 25 minutes late picking up in the a.m. and was then split. She spoke of having called Hollis Transportation the previous day to acquire information on a combined route, and was not able to be provided with an estimate on arrival time, and in fact the individual she had spoken to was unaware that the bus had been late in the a.m. She questioned the process that is in place to track bus movement/arrival times, etc. as a means of the District having its own data to refer back to.

Superintendent Corey stated the dates on the memo he provided the Board were generated by the Principals in Hollis after they went through their communications. He is uncertain if they are identical to what will be received from the accounting being done by the transportation company and the business office because that is a much more thorough piece. He stated his belief, at this time, there isn't a mechanism that indicates the time a bus arrives. Principal Fowler has indicated all of her buses have arrived by 8:35 a.m., which is when announcements begin. He stated a willingness to request the Principals begin tracking arrival times. Once the drivers leave the bus barn and start their routes, based on what they might encounter, he could not state what time they would arrive at the individual stops. Although times are published, there is no means of accounting for each and every instance that may be encountered, e.g., traffic volume, etc.

Another area that will be discussed with the transportation company is the opportunity to utilize GPS tracking systems or other technology that may be of assistance. Such opportunities may provide additional information to parents/students waiting for buses in the morning hours; particularly on very cold days.

Superintendent Corey reiterated although there are other steps that can be considered, what needs to be addressed immediately should see improvements with the drivers coming on board. One driver is expected to be on board the Monday following the school vacation. That will still leave the transportation company 1 driver short.

Ms. St. John questioned with 3 new drivers coming on, what does that mean when those drivers who are out on medical leave return. Superintendent Corey responded traditionally the transportation company has had fallback positions. The problem has been there are none out there. That would be the goal. You achieve a stable fleet of bus drivers when they are local individuals who are involved in the community. For the most part, that is our bus community. They know our students and do a great job day in and day out. The intent of the transportation company is to get back to where they were where if a driver called in sick they had no issue filling that slot.

Ms. St. John questioned if the requirement for drivers moving from one transportation company to another to have to go through training all over again is a State law. Superintendent Corey stated it is governed by State law. A teacher, bus driver or anybody in a school district who has undergone a criminal background check, etc., if not within the first month of having had that done, are required to go through that process again. That became a very cumbersome process, but rightfully so because of Homeland Security concerns.

Another difficulty is in the fact that an individual having his/her commercial driver's license is able to drive a number of different vehicles. In this very competitive economy, driving school buses may not be the first choice. Superintendent Corey reiterated the best bus drivers are those local individuals tied to the community.

Mr. Pauer questioned if the Administration is able to keep proper attendance on tardiness, etc. when the situation is that of a late bus. Superintendent Corey stated that has not been an issue. Where they worry a little more about attendance is at the COOP level where credits, etc. are a concern. In the notes provided by Principal Barnes, he indicated transportation at the high school level is better than it was last year. Superintendent Corey commented he attributes that to the closing of the dirt parking lot, which has also sped up the runs getting to the elementary schools because less time is spent in traffic at the high school. Students are excused of instances of tardiness resulting from busing issues.

Ms. St. John stated on Monday she was driving to the SAU at 8:45 a.m., and the last stop for bus #4 was still waiting at Town Hall at 8:45 a.m. She thought they must have missed it, and texted the parents that she knows live there. It was 8:55 a.m. before the students were brought to the school. She suggested, from the standpoint of the Principals, is sounds as if they are not keeping track of what is happening very well.

Superintendent Corey remarked he would not disagree that the situation is not great, but at the same time the Principals are also starting their day. Principal Fowler shared with him that she can be in the middle of a meeting and receive notification from the bus company. She then has to leave the meeting and take care of the email notification.

Ms. St. John questioned the electronic application that can be utilized for notification. Superintendent Corey stated he is not opposed to utilizing such an app. He noted the SAU receives a number of calls resulting from parents tracking buses, bus speeds, etc., via the app. All of those issues are addressed with the bus company.

Ms. Brown commented if knowing the transportation company will continue to be at least 1 driver down and there will probably be combined routes, can they not simply be combined for a few weeks rather than doing so on a day-by-day basis? Having that information will likely make parents more comfortable with the situation and better able to plan.

Chairman Solon remarked that seems to be the overarching message. There is the desire to fix the problem for the long-term, but short-term, and in general, predictability is probably the highest priority. Superintendent Corey stated he would gladly speak with the transportation company about that. However, he reiterated there are instances where they are not aware until 5:00 a.m. that a driver is calling in sick. That type of approach will work for the routes that have drivers that are out long-term. Some days they are combining routes because a driver has called in sick, which is unpredictable. He reiterated he would be happy to bring the suggestion forward to the transportation company as he believes it to be a good one.

Chairman Solon thanked the transportation company for being proactive and present to hear the discussion firsthand.

Ms. Deurloo Babcock commented on being pleased to have witnessed the previous day that the carpool at HPS was managed by Officer Bergeron. Superintendent Corey commented the Hollis Police Department has always been of great assistance, and will continue to be.

Chairman Solon thanked the Superintendent for the update. He questioned what the definitive source of information coming from the school districts should be. Superintendent Corey stated he would tailor the memo he provided the Board, and post it under the Superintendent's Message on the home page of the SAU website. That will also be provided to the Administrators with a request that it be included in newsletters. Morning and afternoon updates will be provided on the Hollis Transportation [Facebook](#) page. Feedback will be gathered as we move forward.

Ms. St. John questioned how carpool issues would be addressed. Superintendent Corey responded the carpool issue needs to be solved long-term. Part of the current issue is that a change in procedure could do more harm than good. As we move into the spring the Administration will consider changes, e.g., could be as simple as allowing drop-off to occur earlier. They will look at utilization of the cafeteria in both buildings and perhaps changes in staffing to allow for such a change to ease the burden on parents. He remarked the traffic on the road is a danger to everyone.

- Update on SAU Staffing

Superintendent Corey noted the communication provided with the [agenda](#).

Chairman Solon suggested the related action item, listed under deliberations, be taken up following the discussion.

Kelly Seeley, Business Administrator, spoke of the current staffing situation; in December, Debbie Paradis and Judi Lafreniere, Accounting Specialists, retired. In addition, Denise Norton, Assistant Business Administrator, departed from the district. The result was three open positions within the Business Office. In the months following, candidates were sought and hired. The positions have been filled by Kristen Maher, Assistant Business Administrator and Cathy Pounder, Accounting Specialist for the districts of Hollis and Brookline and Lily Chaves, Accounting Specialist for the COOP district and the SAU.

Ms. Seeley spoke of the difficulties in filling the second Accounting Specialist position. The SAU looked to the temporary agency that has been utilized in the past. They were able to connect the SAU with Ms. Chaves.

Ms. Seeley remarked although the SAU has been successful in the hiring process and in adhering to the budgetary limits, what could not be predicted was the cost associated with the health and dental benefit choices. Actual costs exceed what was anticipated. In addition, utilization of the temporary agency for recruiting also came at a cost that exceeded what was anticipated. The SAU has continued its efforts to reduce the weight load in the attic of the facility through archiving of personnel files, etc. The cost of those efforts will exceed what is currently budgeted. The request made was for the Board to approve an expenditure of up to \$13,000 to ensure funding for health insurance and temp fees associated with staffing and record archiving. The recommendation was to utilize unreserved fund balance. Ms. Seeley noted there is the possibility that the funds would not be necessary if the SAU were able to fund the additional expenses through the existing budget. Should that occur, the funds would be returned to the general fund with the remainder of unreserved fund balance.

Ms. Seeley provided a revenue/expense report, which indicated a projection of a \$1,300 loss. That does not account for any unforeseen expenses and also does not support any end-of-year merit increases, which are generally awarded by the Governing Board. Mr. Pauer questioned if what was being projected by the request was that the SAU would expend approx. \$14,300 more than the current budget allows. Ms. Seeley stated she is not projecting that, she is requesting a reserve be put in place to cover costs in the event that were the case. She is projecting the \$1,300 loss over the existing budget.

Superintendent Corey added any funds approved and not expended would remain in the unreserved fund balance. Chairman Solon questioned if the opinion is that the amount requested would be sufficient to cover potential merit increases, which have not been anticipated in the projection. Superintendent Corey responded typically SAU salary and merit increases are done in April. By that point, Ms. Seeley will have a much clearer picture. If unable to award those, and the desire of the Board were to do so, there would be another motion for use of unreserved fund balance.

DELIBERATIONS

- To see what action the Board will take regarding the Business Administrator's recommendation regarding new hire benefits

MOTION BY MEMBER MILLER TO APPROVE THE USE OF UP TO THIRTEEN THOUSAND DOLLARS (\$13,000) IN UNRESERVED FUND BALANCE TO ENSURE FUNDING FOR HEALTH INSURANCE, TEMP FEES ASSOCIATED WITH STAFFING AND RECORD ARCHIVING FOR FY17, AND OTHER NEEDS THAT MAY ARISE
MOTION SECONDED BY MEMBER WHALEN

ON THE QUESTION

Chairman Solon noted the current unreserved fund balance to be \$126,000.

MOTION CARRIED

9-0

- Update on 4 Lund Lane

Superintendent Corey stated the Administration will remain at the 4 Lund Lane facility. Although options were discussed, they will not work out for the foreseeable future. The Board is aware the Hollis School District has increased the yearly rental rate, and has a program in place to increase that over the next three years to arrive at an approximate \$25,000 yearly rent. Those funds all go into the SAU building. One issue that is down the road for the Hollis School District is that at some point a decision will have to be made on the future of the barn, which despite efforts to maintain, continues to deteriorate. Although there is a need for increased parking onsite, the barn has all of the character one would expect of a 100+ year old building, and it would be a shame to see it gone. Discussions will be had on available options with regard to that structure.

- Health Insurance

Superintendent Corey spoke of the presentation given to each of the school boards. Discussion took place around a possible move to New Hampshire Interlocal Trust, which is underwritten in partnership through Harvard Pilgrim Healthcare.

Superintendent Corey thanked those in the Business Office, and commented this process has been a year-long journey starting with Requests for Proposals (RFPs) last year. The multiple steps that have been taken led to the discussion the previous day, which was very productive. All of the unions would like to engage in conversation. That does not mean there will be a change, but is a significant step. Superintendent Corey stated he would reach out to the Chairman of each of the school boards as any change would require a sidebar agreement with each of the unions. The Board Chairs can identify who would be appointed to work on this effort.

Ms. Seeley has spoken with the SAU's labor attorneys; Tom Closson, Esq. has that position for the Hollis and COOP school districts and William Phillips, Esq. for Brookline. The attorneys will provide necessary guidance with regard to the potential sidebar agreements. Sometime in March, a discussion will need to take place with all of the boards around the sole issue of the potential for a change in health insurance. If all parties are in agreement, each board could consider their sidebar agreement to their respective Collective Bargaining Agreement (CBAs), and take their own positions on that. That would be for the professional CBA as well as support staff CBA. If sidebar agreements are reached in each district, the boards and the SAU would then move forward with the process of moving to Interlocal Trust.

Superintendent Corey stated such a move would benefit employees and each of the districts as well as the SAU.

Chairman Solon questioned the latest date at which a decision could be reached to allow for implementation for the next fiscal year. Ms. Seeley responded in order for ease of transition, March 31st has to be the deadline. When asked what the date is after which this could not be put in place for the next fiscal year, Ms. Seeley stated she was uncertain. There is the need for open enrollment to occur, which generally begins June 1st. She suggested the need to have a minimum of one month's time to have all of the pieces in place. Ms. Seeley noted the need to also make the current provider aware of a change.

Chairman Solon questioned if a sidebar agreement could be placed on an extended contract noting his understanding the Brookline School District does not currently have an active contract. Superintendent Corey responded a sidebar agreement can be reached through the agreement of both parties. The Brookline CBA does include language regarding healthcare. In each of the contracts the language would be continuing. Ms. Seeley stated she spoke earlier in the day with legal counsel who did not seem to think that would be an issue.

AGENDA BUILDING

The next meeting of the SAU 41 Governing Board is scheduled for May 11, 2017.

NON-PUBLIC SESSION

MOTION BY MEMBER MILLER THAT THE BOARD, BY ROLL CALL, GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3 II (a) THE DISMISSAL, PROMOTION OR COMPENSATION OF ANY PUBLIC EMPLOYEE AND RSA 91-A:3 II (c) TO DISCUSS A MATTER, WHICH IF DISCUSSED IN PUBLIC, WOULD LIKELY AFFECT ADVERSELY THE REPUTATION OF A PERSON, OTHER THAN A MEMBER OF THE BODY OR AGENCY ITSELF
MOTION SECONDED BY MEMBER MAGUIRE

A Viva Voce Roll Call was taken, which resulted as follows:

Yeah: Eric Pauer, Lauren DiGennaro, Erin Sarris, Michelle St. John, Laurie Miller, Matthew Maguire, Tom Solon, Elizabeth Brown, Krista Whalen, Holly Deurloo Babcock, and Cindy VanCoughnett

Nay:

MOTION CARRIED

The Board went into non-public session at 7:15 p.m.

The Board came out of non-public session at 9:37 p.m.

MOTION BY MEMBER WHALEN TO APPROVE THE SUPERINTENDENT'S EVALUATION

MOTION SECONDED BY MEMBER BROWN

MOTION CARRIED

8.5-0.5

Member Pauer voted in opposition

ADJOURNMENT

MOTION BY MEMBER BROWN TO ADJOURN

MOTION SECONDED BY MEMBER WHALEN

MOTION CARRIED

9-0

The February 22, 2017 meeting of the SAU 41 Governing Board was adjourned at 9:45 p.m.

SAU Governing Board Chair _____ Date: _____

To: SAU Board
From: Andy Corey, Superintendent
Date: 2-22-2017
Re: Transportation Update

I am writing to update you regarding our transportation issues. First, both the Hollis Transportation and the SAU apologize and share your frustration. Hollis Transportation started the school year fully staffed and ready to go. No one could have predicted what we would encounter. Two drivers are out with unforeseen long term issues and the bus company, like many employers, has experienced a rash of illnesses this winter season. This combination has forced the company to combine routes (primarily Hollis) to get all the students to and from school safely and as efficiently as possible.

The company presently has three drivers in training (1 fully cleared by Concord and needs 10 hours of training) that will drive full time and another driver who is coming on board to address field trips and extra-curricular/athletic trips. The company has been running regular ads and will continue to do so for the foreseeable future. Acquiring a bus driver's license (commercial driver license) is no easy task. The process from start to finish, can take anywhere from one to three months, possibly longer.

When the transportation company is forced to split routes an adjustment is made to our billing. We are not charged for services that are not delivered.

The transportation issue is not simply a Hollis and Brookline issue but rather a regional problem. There are companies that compensate their drivers better but for the last 39 years Hollis transportation has competitively compensated their drivers while providing dependable service to our SAU. What we are experiencing now is a unique situation that has impacted us "off and on" for several months. The bus company's goal is to be back on track after the vacation week.

Administrative Input

CSDA/RMMS – Dan Molinari, Dennis Dobe – Buses have arrived late once this year and Hollis Transportation has completed double runs two times. There have been 5 times when students were transported from RMMS to CSDA to catch their regular bus. In all five instances the bus was waiting at CSDA when they arrived. Email and text are used to notify parents. They have received some parental concerns.

HBHS/HBMS – Bob Thompson, Rick Barnes - Mr. Thompson states that he can count on one hand the number of times students are arriving late because of the buses. He is not aware of any double runs and buses have not been combined. As a result the MS has had very little communication with parents on the topic of buses. He did raise a concern regarding extra-curricular activities and field trips. We have reached out to another company who can provide "back up" if Hollis Transportation cannot support a school trip for any reason. Bob also suggested seeing if our staff would consider being trained to act as fill in drivers. Mr. Barnes states that he can recall only two combined runs at the high school. One

occurred about a month ago and the other this past Monday when we were made aware that five drivers were out sick. Rick proctors bus duty in the morning and he reports that there are fewer late buses this year than last. Mr. Barnes echoed Mr. Thompson's concerns regarding extra-curricular and athletic trips.

HPS/HUES – Mrs. Izbicki, Mrs. Fowler – Both the primary and the upper school have been impacted by split runs (dates provided below). HPS has experienced some late buses in the morning but it has not impacted academics but in some cases not all students have made “morning meeting”. HPS has tweeted the afternoon changes and followed that up with a power announcement explaining what steps need to be taken to switch plans. Mrs. Fowler reports (late buses) that she can't be certain but it is less than 10 days....maybe even less than 5.....most of the time they have arrived around 8:35 - we haven't even started the day as we are still doing announcements - so they have not missed academics here at HUES. Double runs....I don't think we've done this at all.....we have had to hold some kids while a bus is late - for example - bus 5 may have to wait for 10minutes at the end of the day while the Coop bus completes its run....but we haven't kept kids here while an elementary run is happening for an additional elementary run. HUES utilized tweets and power announcements - at the beginning just tweets but then Candi started sending out power announcements to just the bus routes affected...however that takes more time than sending a general announcement and if a rider who normally goes on another bus is on a split bus that day - the announcement may be missed....so now it's just to everyone each time. With regards to academic programming Mrs. Fowler doesn't believe it has had a big impact at all - when we contact students - it is at a time that is between subjects and specials.....and late arrivals mostly arrive before academics start.

Dates for Hollis split runs this year:

12/16, 12/19, 12/20,
1/5, 1/6, 1/11, 1/13, 1/19, 1/25, 1/26, 1/31,
2/1, 2/2, 2/3, 2/6, 2/8, 2/10, 2/14, 2/15, 2/16, 2/17, 2/20, & 2/22

Driver shortages with other local companies– contacted 2/22/17

Londonderry's transportation provider is advertising for five drivers
Merrimack is down two drivers but is able to pull drivers from Pelham, three charter drivers are doing regular routes and two office people are driving as well, 2 drivers in training
Nashua is down ten drivers

Advertisements for NH Bus drivers on indeed.com

Caring Hands Transportation, New Boston, NH
Athletic Team Driver, Phillips Exeter
The Provider – Van drivers needed, Nashua and Portsmouth
First Student bus company - Tilton, Salem, Plaistow, Moultonborough, Hillsborough, Merrimack & Derry
Wakefield and Milton School District
Coast – Seacoast transportation, Dover
Claremont NH School District

Manchester Transit Authority
Easter Seals NH
Fall Mountain School District

Communication between the Superintendent and the bus company – since December 20th – 90 text messages, 39 emails, 3 meetings and several phone calls

Communication between Schools and Bus Company – the bus company contacts the impacted school as soon as they become aware of the issue. The Principal notifies families of the adjustments. The larger concern is the communication of issues prior to school starting.

Other

The bus situation was brought up at the Coop start time forum and as a result the Hollis Board discussed the issue at their most recent meeting. I have replied to emails and phone messages from parents regarding this on-going issue.

SAU 41
Revenue and Expense Report
as of 4/28/17

Expense

Function Description	Budget	YTD			Balance
		Expense	Encumbered		
2210 Assistant Superintendent	\$ 113,166	\$ 93,763	\$ 16,732	\$	2,671
2312 School Board	\$ 1,475	\$ 690	\$ 500	\$	285
2320 Superintendent	\$ 254,065	\$ 204,015	\$ 44,696	\$	5,355
2329 Student Services	\$ 228,889	\$ 189,675	\$ 39,214	\$	-
2510 Business Office	\$ 373,356	\$ 309,669	\$ 64,355	\$	(669)
2620 Maintenance	\$ 40,702	\$ 33,125	\$ 6,924	\$	653
2840 Technology	\$ 111,914	\$ 97,679	\$ 14,072	\$	163
2900 Benefits	\$ 323,810	\$ 268,192	\$ 53,587	\$	2,030
	\$ 1,447,377	\$ 1,196,808	\$ 240,080	\$	10,489

Revenue

	Budget	YTD			Balance
		Revenue	Expected		
Assessments					
Hollis	\$ 428,893	\$ 285,924	\$ 142,969	\$	-
Coop	\$ 747,367	\$ 498,247	\$ 249,120	\$	-
Brookline	\$ 271,117	\$ 180,747	\$ 90,370	\$	-
Other					
Interest Income				\$	-
Misc				\$	-
Fund Balance				\$	-
	\$ 1,447,377	\$ 964,918	\$ 482,459	\$	-

Estimated Fund Balance \$ 10,489