

**Coventry Board of Education**  
Coventry, Connecticut

**Transportation Committee Meeting**  
Approved Minutes of Wednesday, August 2, 2023  
Administration Building Conference Room

Committee Members Present:

Eugene Marchand, Chair  
Peter DePaola  
Emma Eaton

Also Present:

Jennifer Beausoleil, Board Chair and Ex-officio

Administrators Present:

Dr. David J. Petrone, Superintendent of Schools  
Robert Carroll, Director of Finance and Operations

Audience: Nicole Irvine, M&J Bus Inc. Dispatcher; Jon Hipsher, Chief Operating Officer of M&J Bus Inc; and one audience member.

**I. Call to Order**

E. Marchand called the meeting to order at 3:00 p.m.

**II. Audience of Citizens**

There were none.

**III. VOTE: Approve the Minutes of July 12, 2023**

**MOTION: To approve the minutes of July 12, 2023**

**By: E. Eaton**

**Seconded: P. DePaola**

**Result: Motion passes unanimously**

**IV. Discussion: DRAFT Transportation Guidelines and Expectations**

Dr. Petrone reviewed the draft copy of the guidelines. The Committee discussed the different topics related to "when entering the bus" and "when leaving the bus."

J. Beausoleil referenced the first bullet under "when leaving the bus." She asked that it be changed to all parents, instead of K-5. Dr. Petrone said for the most part, middle school parents do not usually wait for the bus with students. The Committee clarified and asked that "calling the bus company" be removed.

J. Beausoleil asked that *this information is available on the website* be added to the guidelines.

The Committee agreed that the guidelines could be disseminated with the two changes.

## V. Discussion and Approval: 2023-2024 Bus Routes

Dr. Petrone began by reviewing why some buses have higher ridership, which included keeping some buses lighter for when buses need to be split so there would be room for students on the lighter buses.

The Committee discussed the following:

- When important student information is provided by parents to the schools and the challenges that presents
- The various routes and ridership numbers and daycare numbers
- The maps provided and being able to decipher why there may be so many stops on one road, when students could walk to one stop
- Consolidating stops on Deborah Drive; the committee M&J could do that after checking with Ms. Marcinczyk
- The routes and how they evolve once drivers provide input
- M&J providing *student management* professional development to drivers
- The chain of communication for bus stop complaints vs reporting bad behavior resulting in discipline

E. Eaton asked if, for the fall meeting, M&J could bring updated ride times for the routes (at that time).

J. Beausoleil reiterated that students should not be on any buses for over one hour.

**MOTION: To accept the routes as published with any modifications or corrections that will have to be made.**

**By: P. DePaola**

**Seconded: E. Marchand**

Discussion: E. Eaton said she has reservations but will vote with the committee.

**Result: Motion passes unanimously**

E. Marchand commented on the athletic runs and how well everything ran last year.

## VI. Adjournment

**MOTION: To adjourn the meeting at 4:23 p.m.**

**By: P. DePaola**

**Seconded: E. Marchand**

**Result: Motion passes unanimously**

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Respectfully submitted:

Kimberlee Arey Delorme  
Board Clerk

Approved: September 19, 2023