

**Coventry Board of Education**  
Coventry, Connecticut

**Transportation Committee Meeting**  
Unapproved Minutes of Tuesday, October 31, 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

**I. Call to Order**

E. Marchand called the meeting to order at 10:02 a.m.

**II. Audience of Citizens**

There were none.

**III. VOTE: Approve Minutes of September 19, 2023**

**MOTION: To approve the minutes of September 19, 2023**

**By: P. DePaola Seconded: E. Eaton**

**Result: Motion passes unanimously**

**IV. Information and Discussion: RFP for Student Transportation Services**

The Committee had an in-depth discussion about the Request for Proposal for Student Transportation Services that had been provided by the attorney. They agreed that the following should be adjusted:

- 5.1.3 - Number of busses = 16 + 1
- 6.4 - Emphasize - MUST use the software for the creation, maintenance and adjustment of routes
- 10.22 - No personal Cell Phones be clarified
- 10.22 - Remove "backing up" prohibited
- 15.1 - Change Superintendent to Board and its designee
- 15.1 - Remove the apostrophe from the 3rd sentence in the word "it's"
- 15.2 - Change July 29 to July 15
- 15.2 - Paragraph 2, 2nd sentence superintendent or his/her designee

- 15.2 - Paragraph 2, last sentence, “a hard copy and electronic version,” should be to the *Board* not Superintendent. Also, add graphic representation or similar to that requirement.

## **V. Adjournment**

**MOTION: To adjourn the meeting at 11:18 a.m.**

**By: E. Eaton**

**Seconded: P. DePaola**

**Result: Motion passes unanimously**