



June 28

2021

REPORT OF THE BUDGET, FINANCE AND GROWTH COMMITTEE

The Budget, Finance and Growth Committee met on Thursday, June 17, 2021, at 4:00 PM via the Blue Jeans Video Conferencing Tool.

The public viewed the meeting via Video Conference.

ATTENDEES

Finance Committee Members

Chairperson Eve Bolton, Melanie Bates, Ryan Messer

Administrators

Jennifer Wagner, Treasurer/CFO; Kevin Ashley, Director of Finance Reporting; Vera Brooks, Director of Early Childhood; Jeremy Gollihue, Chief Information Officer; Tya Grengbondai, Manager State and Federal Programs; Loren Johnson, Director of Transportation; Lauren Roberts, Director of Internal Audits; Sarah Trimble-Oliver, Chief Strategy Officer

Cincinnati Preschool Promise

Chara Jackson, Executive Director; Hector Polanco, Finance Director

Community Members/Parents

Ryan Mooney-Bullock, Green Umbrella

Treasurer Goals for SY 2021-22

Treasurer Wagner presented her draft goals for the 2021-22 school year:

1. Implement a new Financial Service Delivery Method in order to improve the “Need to Receive Cycle” allowing school administrators to focus on teaching and learning and central administrators to focus on their professional services.
 - a. Measure: Number of rejected requisitions, number of days from request to PO creation
2. Design and implement a new Budget allocation process that equitably distributes financial resources prioritizing our students’ needs, both individually and collectively.
 - a. Measure: New process is adopted and implemented to develop the FY23 Budget.
3. Implement year 2 of the 4-year transition/succession plan for the role of Treasurer.
 - a. Measure: Number of Coaching events, number of training events.
 - b. Measure: Timeline of transition activities.
4. Upgrade Financial Dashboard both internal and external to further expand our transparency by reporting on productivity measures of our departmental financial operations and externally to report on the financial performance of the District.
 - a. Measure: 5 KPI measures will be posted on each internal and external dashboards.

The Committee discussed developing a fifth goal regarding the monitoring of federal funds.

ACTION: Treasurer Wagner will add the fifth goal and submit to the Committee.

Early Childhood Enrollment Update and Jump-Start Program

Vera Brooks, Director of Early Childhood, presented the CPS Early Childhood Update to the Committee.

Recruitment and Registration

- CPS Shine Bright Events throughout the City
- On-Line Request for Service
- Providing In-Person Staff to Support Families through Process across the City
- Offering Other Summer Learning Opportunities (*Summer Scholars/Jump Start*)
- Collaborating with Communications and Engagement
 - Radio
 - Family Magazine
 - Flyers
 - Social Media
 - Billboards

Ms. Brooks reported that the Preschool Registration/Enrollment has increased from 591 on May 4, 2021, to 1,082 on June 16, 2021. They are well on their way to meet CPS' Strategic Plan measure 5.B – to increase the District's preschool enrollment to 2,200 by 2022.

Cincinnati Public Schools Jump-Start Program

Get a Jump-Start on the 2021-2022 school year

Preschoolers and Kindergarteners

August 9-13 (Classes for 2021-2022 begin Aug. 19)

The free four-hour class will be available in the morning and will follow each school's daily start time.

Jump-Start will help your child transition to the school setting and get accustomed to daily procedures. Also, time will be dedicated to math, reading and social-emotional learning.

Breakfast and lunch will be provided. Transportation is available for all kindergartners and preschool students with disabilities.

To participate in Jump-Start, students must be currently enrolled in a CPS school.

To sign-up for Jump-Start, call your child's school or 513-363-0017 (preschool) or 513-363-0123 (kindergarten)

Join us for this free week of fun and learning!

Cincinnati Preschool Promise Update

Chara Jackson, Executive Director, presented the Cincinnati Preschool Promise (CPP) Update to the Committee.

2020-2021 DASHBOARD



Our Mission:

At Cincinnati Preschool Promise, we want every child in Cincinnati to be prepared for kindergarten and the years beyond. We are a non-profit organization working to ensure equitable access to high-quality preschool.

Snapshot of Community Provider Network:

- ☐ 162 Active Community Providers in network: 103 (TA) & 59 (QI)
- ☐ IP Total Community Provider Seats: IP(QI) & IP(TA)
- ☐ TA Applications:
 - 975 Processed
 - 770 Approved
 - 155 Denied

Advocacy Agenda:

- ☐ American Recovery Plan support for Early Childhood Education
- ☐ Ohio state legislation expanding eligibility for publicly funded child care to 150% of FPL

Risk to Reaching Programmatic Outcomes:

- ☐ Failure to meet professional development requirements by Biennium deadline (6/30/21) will put SUTQ star ratings and PFCC agreements at risk.
- ☐ Digital fatigue among parents and providers requires increased effort for engagement and compliance
- ☐ Temporary and permanent community provider closures because of COVID-19 negatively impacts enrollment
 - 6 Providers who have permanently closed FY20/21YTD
 - 6 Providers have extended temporary closures FY20/21YTD
 - 273 Seats Impacted



Kindergarten Readiness

Strategic Goal #1:

Enroll 600-841 Families into Tuition Assistance

Strategic Goal #2:

Enroll 500 Families in Family Engagement Pilot

Strategic Goal #3:

Expand Community Engagement & Awareness

Strategic Goal #4:

Support Transition of CPP Preschoolers to Kindergarten

INITIATIVES

SG#1

- Indirect: Enroll new Providers
- Direct: Increased outreach to Parents by enhancing media strategies

SG#2

- Convene Provider Councils
- Host Parent Outreach Events
- Launch parent engagement pilot

SG#3

- Launch CPP Ambassador Program

SG#4

- Develop joint outreach with ECE Partners

KEY MEASURES

SG#1: Tuition Assistance

FY19/20 Actual: 841 FY20/21 Goal: 600 Current: 770
128% of Goal

New SG#2: Family Engagement Activities

FY19/20 Actual: N/A 15% FY20/21 Goal: 500
Current: 231
46% of Goal

SG#3: Expand Community Engagement

FY19/20 Actual: N/A FY20/21 Goal: 70 Current: 26
37% of Goal

New SG#4: Support Preschool Transition

FY19/20 Actual: N/A FY20/21 Goal: 5 Current: 4
80% of Goal

YTD ACTIVITIES

Accomplishments:

- ☐ Convened 2 Provider Councils (Westside & TA)
- ☐ Launched Ready Rosie PE Pilot for QI Families
- ☐ Implemented Ambassador Program

Q4 Priorities:

- ☐ Extended Learning Session enrollment
- ☐ Open Enrollment for Academic Year 2021-2022
- ☐ Connecting with withdrawn students
- ☐ Outreach to families at new TA sites

Improve Preschools	Empower Teachers
<p>Strategic Goal # 5: 30 new Providers in QI Program</p> <p>Strategic Goal # 6: Create 200 new HQ seats</p> <p>Strategic Goal #7: Identify opportunities to expand accessibility of preschool</p>	<p>Strategic Goal #8: Support recruitment, retention, & equitable wages for ECE workforce</p> <p>Strategic Goal #9: Use Data & Evaluation to improve programmatic outcomes</p>
<p>INITIATIVES</p> <p>SG#5 - Recruit new Providers</p> <p>SG#6 - Provide coaching, learning materials, professional development to support SUTQ movement</p> <p>SG#7 -Pilot Project to expand provider eligibility for TA Program</p>	<p>INITIATIVES</p> <p>SG#8 - Implement wage pilots for Providers</p> <p>- Identify ECE workforce pipeline strategy</p> <p>SG#9 -Expand data collection, analysis, and reporting to stakeholders</p>
<p>KEY MEASURES</p> <p>SG#5: New QI Providers G FY19/20 Actual: 27 FY20/21 Goal: 30 Current: 24 80% of Goal</p> <p>SG#6: New HQ Seats G FY19/20 Actual: 369 FY20/21 Goal: 200 Current: 674 337% of Goal</p> <p>SG#7: Expanding Accessibility IP FY19/20 Actual: N/A FY20/21 Goal: 40 Current: IP IP% of Goal</p>	<p>KEY MEASURES</p> <p>SG#8: Teacher Promise Grant G FY19/20 Actual: 57 FY20/21 Goal:75 Current:76 101% of Goal</p> <p>New SG#8: Staff Support Fund G FY19/20 Actual: N/A FY20/21 Goal: 35 Current: 50 143% of Goal</p> <p>SG#8: Retention Rate G FY19/20 Actual: 80% FY20/21 Goal: 80% Current: 85% 106% of Goal</p> <p>New SG#9: Evaluation G FY19/20 Actual: N/A FY20/21 Goal: 4 Current: 1 25% of Goal</p>
<p>YTD ACTIVITIES</p> <p>Accomplishments:</p> <ul style="list-style-type: none"> <input type="checkbox"/> 35 Providers reached high quality <input type="checkbox"/> 29 Providers converted to TA <input type="checkbox"/> 58 CPP Professional development sessions held, attended by 443 Providers <p>Q4 Priorities:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Support Providers in meeting Biennium requirements <input type="checkbox"/> Implement coaching cohort for Providers who lose stars <input type="checkbox"/> Implement business support activities funded by Black Giving Circle <p><i>Updated: 5/23/21</i></p>	<p>YTD ACTIVITIES :</p> <p>Accomplishments:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Launched Staff Support Fund Wage Pilot (WP) <input type="checkbox"/> Completed Crane Report <input type="checkbox"/> Implemented quarterly WP data collection process <input type="checkbox"/> Expanded evaluation scope to include data collection and analysis of PS assessments, SEL, QI PS readiness, family engagement, and regional PS enrollment and capacity. <p>Q4 Priorities:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Identify strategic partners to support recruitment and retention of early childhood education workforce <input type="checkbox"/> Evaluate current regional data to determine target preschool population for FY22- quality gap neighborhoods, census data, uptake rates, availability of high-quality seats

Ms. Jackson shared that CPP is supporting providers in meeting the professional development requirements by the deadline of June 30, 2021.

Committee Chair Bolton asked for clarification of the requirements and the use of public funds.

Ms. Jackson reported that the Ohio Department of Job and Family Services (ODJFS) provides publicly funded child care to help eligible parents and caretakers with the cost of child care. Eligibility for assistance is determined based on income. There is an agreement and are requirements that must be met by the providers. She stated that it is vital for the families that the providers meet the requirements.

Cincinnati Preschool Promise Updates



- **Challenges to Step Up to Quality**
 - End requirement that programs receiving PFCC funding must have any SUTQ rating (voluntary quality)
 - End requirements that programs receiving PFCC funding must earn a 3–Star rating by July 2025
 - Limit use of federal funding aimed at supporting child care – Hero Pay, Scholarships for credentials
- **Pitch Night Selection** – Linton Chamber Music Peanut Butter & Jam
- **Year 5 External Evaluator**- INNOVATIONS in Community Research and Program Evaluation
- **CPP Board of Managers Retreat** – August



Ms. Jackson reported that the CPP Board approved the CPP FY22 Budget as presented.

The Committee discussed the challenges to the Step Up to Quality (SUTQ) program due to potential legislative action. Committee Chair Bolton suggested the need for a strong advocacy role. Committee member Bates suggested utilizing the services of CPS' legislative liaisons.

Ms. Jackson shared that the CPP Board of Managers also discussed these challenges at their meeting on June 15, 2021.

ACTION: Ms. Jackson will forward to the Committee information from the CPP Board of Managers meeting regarding the challenges to Step Up to Quality. She will forward CPP's statement once it is finalized.

ACTION: Because this is such a time sensitive matter, Committee member Bates will email the full Board regarding the recommendation of the Finance Committee regarding contacting CPS' legislative liaisons—Eric Kearney and George Glover.

“CPS Outside” Facilities and Campus Development

Ryan Bullock Mooney, Green Umbrella, reported that she and Dave Traubert, CPS Curriculum and Instruction, presented to the Student Achievement and District Instructional Performance Committee (SAC) on June 4, 2021.

CPS Outside’s Objectives:

1. All schools are actively engaged with a network partner.
2. There's a plan for every student in every grade to receive at least one outdoor nature/environmental education experience per school year, with an emphasis on increasing the frequency and depth of time outside.
3. Every school has on-site or walkable destinations for outdoor, nature-based learning and play.
4. Increase in number of students entering environmentally focused or green industry employment or education, OR participating in green career workforce development programs and curriculum, OR perception that green careers are a viable career option.

Ms. Bullock Mooney shared they are working on both operations and capital improvements. There are activities with the Curriculum Department, and they are working with Robin Brandon, Facilities Director, to increase green space access and create more park-like settings at CPS facilities.

The following Budget Request for FY22 was presented at the SAC meeting:

- Minor capital improvements and equipment
- Professional development for teachers to build capacity
- Programming including in-school and field trips
- After-school, break-day and summer programming

Ms. Bullock Mooney stated that the “wish list” was based on early assessments. She questioned if the federal funds available for wellness could be applied to the items on the CPS Outside list.

Treasurer Wagner reported that according to federal and ODE guidelines, the CARES Act funds are for preventing learning loss and preventing the virus spread. She also stated a new rule has been added that requires at least 20 percent is focused on learning loss. Mrs. Wagner suggested a broader, more holistic plan is needed.

Committee Chair Bolton questioned if socio-emotional/mental health could be part of that plan. Treasurer Wagner said yes, it could be part of the plan.

Ms. Bullock Mooney reported that she all kinds of evidence that supports the socio-emotional/mental health aspects.

Committee member Bates stated she has seen efforts at individual schools, but that it doesn’t seem to be a districtwide effort and questioned if it is a priority for the District.

Committee Chair Bolton agreed, but stated it does appear that CPS is ready and in the Administration’s New Shore initiatives is committing \$700,000 to \$900,000 to CPS Outside.

ACTION: CPS Outside will continue its work with the Curriculum Department.

ACTION: Sarah Trimble-Oliver, Chief Strategy Officer, will meet with Ms. Bullock Mooney to discuss the CPS Outside master plan.

ACTION: Committee member Messer suggested that Mr. Ollie Kroner and Mr. Andy Holtzhauser should be included in some early planning in order to involve the City Green Plan.

Highlights of Internal Auditor's FY 22 Focus

Lauren Roberts, Director of Internal Audits, presented the following highlights from the Internal Audit Plan – Fiscal Year 2022. A copy of the full report is available in the Board Office.

FY 2022 Planned Engagements

Advisory – *In Advisory projects, Internal Audit provides expertise and advice while leaving decision making to management. The ultimate scope and objectives are determined by management, and the projects do not result in formal recommendations or reports.*

- Elementary & Secondary School Emergency Relief (ESSER) Funds
- BKD & CPS Benefits Consulting Project Oversight
- District Strategic Plan Support

Assurance – *These services refer to the more traditional audit functions.*

- Accounts Payable
- Asset Inventory Counts
- Data Analytics & Continuous Auditing

Follow-Up – *The Internal Audit Department revisits areas that were previously audited to measure the progress made by management towards implementing the recommendations and resolving the findings.*

- Procurement Card Audit

Transportation FY 22 Plan and Budget and Vendor Contracts

Ms. Trimble-Oliver reported to the Committee that work is underway for the upcoming school year.

She reported the following for the Transportation budgets:

2021-22 SY - \$48.6 million – recommending a combination of General and CARES funds
2020-21 SY - \$40.7 million – was not a full year of services due to remote and blended learning
2019-20 SY - \$47.1 million – was not a full year due to beginning of pandemic (Spring)

Ms. Trimble-Oliver reported the Administration has been working with the vendors to include new language that will be included in a Memorandum of Understanding (MOU) with the transportation providers to provide better service. She highlighted the following most impactful language changes.

1. Call center staff requirements changed from two staff for the first 70 buses to two staff for first 50 buses plus one staff for each additional 25 buses. Also, an additional bilingual requirement was added for a certain ratio of staff to be bilingual to service CPS families.
2. “Service Runs” on all regular routes prior to the regular school year will be increased from two to four, with an additional requirement of 90 percent on-time performance, otherwise additional service runs are required.
3. Driver subpool will be increased from 10 to 20 percent, with professional development requirements.
4. Road supervisor ratio will be increased from 1:50 to 1:70.
5. A Driver Route Change Audit has been added to the re-route process.

Ms. Trimble-Oliver is confident that the new MOUs in place with the service providers will result in improved transportation services for our students and families.

Committee Chair Bolton questioned if the high school students will be using Metro buses.

Loren Johnson, Director of Transportation, responded they plan to, and that CPS is meeting with Metro on a weekly basis.

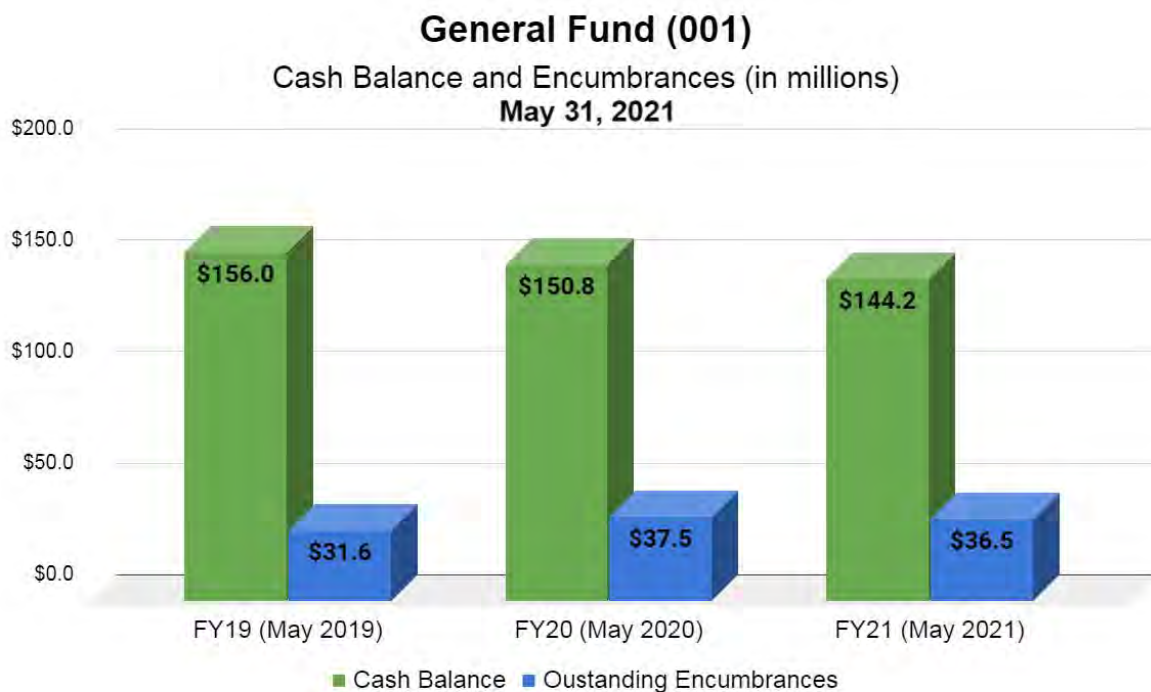
Committee member Bates questioned if all the proposals have been accepted.

Mr. Johnson reported that they are still actively negotiating with one service provider.

ACTION: At the Board meeting on Monday, August 9, 2021, the Administration will present an overview of Transportation services for the new school year.

Written Reports – Monthly Financial Report Updates

The Committee received written reports from Kevin Ashley, Director of Financial Reporting, on the April 2021 (FY21) Financial Reports.



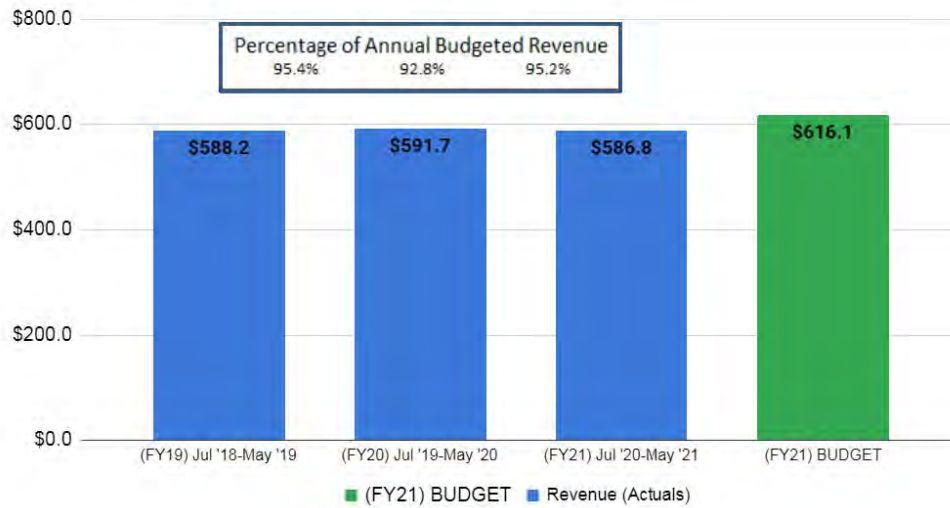
See Revenue and Expense notes to follow.

Revenue

General Fund (001)

3 Year Revenue Comparison (in millions)

May 31, 2021



See next slide for analysis by Source.

4

Revenue

General Fund (001)

3 Year Revenue by Source Comparison (in millions)

May 31, 2021



* - Notes:

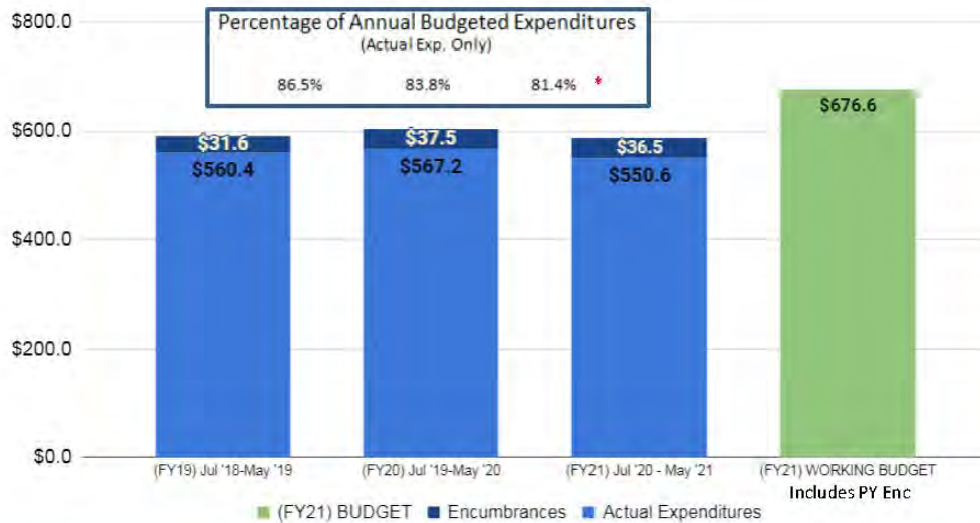
- State Foundation (-\$1.2M Continued effects of state cuts and timing year-over-year.)
- Taxes (+\$2.9M Increase due to recent triennial update.)
- All Other Op. Rev. (-\$7M Delay in TIF/CRA revenue, \$9M expected in June.)

5

Expenses

General Fund (001)

3 Year Expenditure Comparison (in millions)
May 31, 2021



* - Notes: Purchases Services -\$4.4M (includes -\$7.1M ITM Lease-Purchase Adjusts to CARES Fund)
Capital Outlay -\$2.7M (PY Lighthouse, Adjusts to CARES)
Other Financing Uses (includes Transfers to School Wide Pool -\$7M)

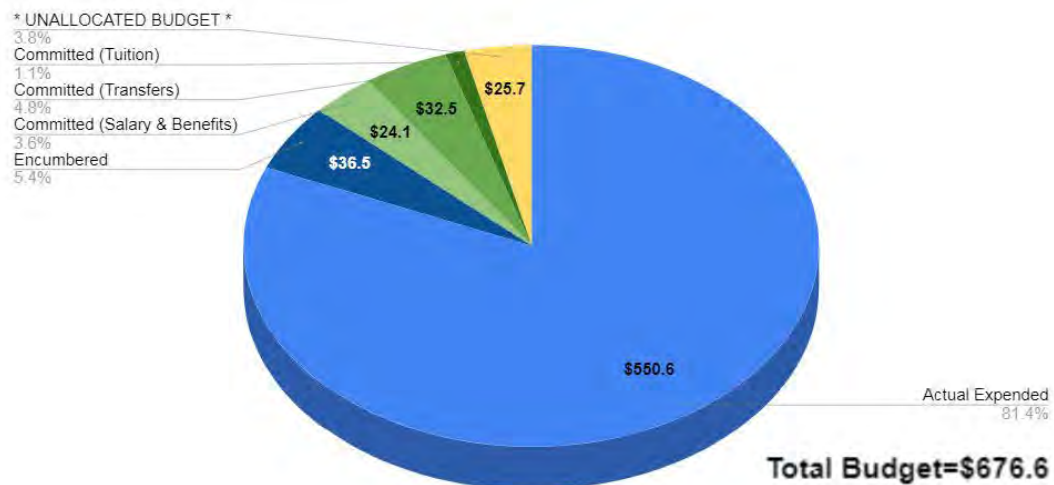
6

ACTION: Treasurer Wagner will present this slide to the Board members during the Committee Report at the regular Board meeting on Monday, June 28, 2021.

Expenses

General Fund (001)

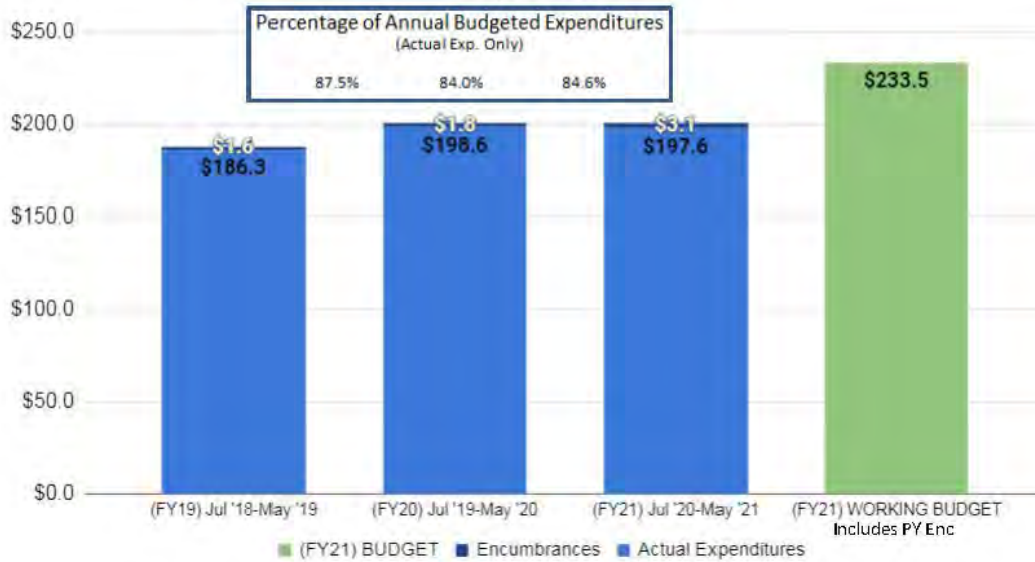
Unallocated Expenditure Budget Assessment (in millions)
May 31, 2021



School Wide Pool (SWP) Fund (598)

3 Year Expenditure Comparison (in millions)

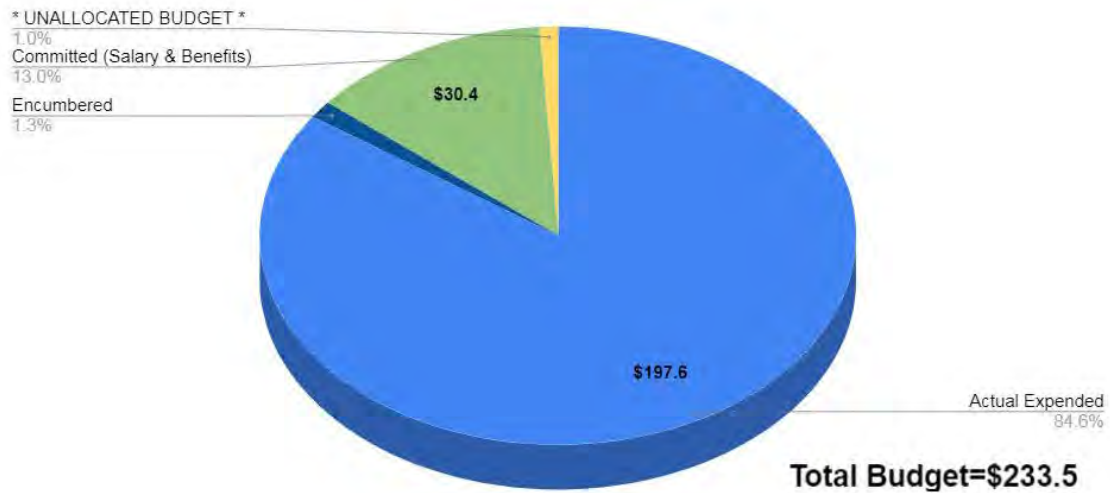
May 31, 2021



School Wide Pool (SWP) Fund (598)

Unallocated Expenditure Budget Assessment (in millions)

May 31, 2021



CPS Tuition Assistance Summary

	Income	FT	HT	Total	Days	* Tuition Assist \$
MAY	<200 %	535	29	564	10,565	\$454,515.05
	200-250	38	3	41	779	\$30,553.05
	Sub- Total	573	32	605	11,344	* \$485,068.10
Tuition Assistance						
FY21	FYTD:	(May 2021 # of students=605)			91,188	* \$3,873,419.31
FY20	FYTD:	(May 2020 # of students=836)			135,752	\$5,819,156.07

Note: The data in the chart above represents only the CPS preschool students who participate in the Preschool Expansion Tuition Assistance program.
CPS currently has enrolled 1,423 preschool students.

* - Subject to revision.

NOTE: As of 06/17/21, annual recalculations may adjust the FYTD totals.

CPS Preschool Expansion

	* Budget FY21	MAY FYTD FY21	MAY FYTD FY20
Revenues:	\$ 15,592,128	\$ 15,686,829	\$15,767,475
Expenses:			
CPS Tuition Assistance	5,100,000	* 3,873,419	5,819,156
Payments to United Way	8,887,311	8,212,378	6,036,536
Workforce Development	166,983	87,877	21,787
Expansion Budget	0	0	108,956
Special Education Support	699,341	605,061	617,645
Administrative Support	155,000	160,311	137,230
Other Professional Services	79,780	12,480	700
Supplies and Materials	143,581	127,718	0
Bldgs/Equip-Capital Outlay	503,466	383,892	1,257,313
Total	\$15,735,462	\$13,463,136	\$13,999,323
Net Income	(\$140,334)	\$2,223,693	\$1,768,152

* - Subject to revision.

NOTE: As of 06/17/21, annual recalculations may adjust the FYTD totals.

2018 Certificates of Participation (COPS) Debt Issuance
Spend Down of Proceeds - Status

Spend Down Deadline = 09/27/21

As of May 31, 2021			Through May 31, 2021	As of May 31, 2021			
Fund-SCC	Building Improvement Project	Object Description	Total Project Budget	All Years Total Expenditures	Current Outstanding Encumbrances	Total Expenditures Plus O/S Enc	Unencumbered/ Remaining/ Balance
003-1321C	Mercy		12,464,036.92	12,422,725.29	0.00	12,422,725.29	41,311.63
003-1322C	CANS		4,818,156.00	4,814,323.05	3,832.95	4,818,156.00	0.00
003-1323C	Carthage/LEAP		2,020,000.00	2,020,000.00	0.00	2,020,000.00	0.00
003-1324C	North Fairmount		2,020,000.00	2,018,299.87	1,700.13	2,020,000.00	0.00
Totals			\$21,322,192.92	\$21,275,348.21	\$5,533.08	\$21,280,881.29	\$41,311.63

Footnotes:

* - Contracts related to these Improvement projects exceed available COPS Proceed Funds and the remaining contract expenses are encumbered in the General Fund.

Additional Note= 5/31/21: Other proceeds (initial contingency of \$677,807.08 was spent from non-COPS SCC 13210.)

In the process of identifying specific expenditures to re-allocate to COPS Spend.

Total Proceeds for Project Spend:

\$22,000,000.00

Total COPS Project Budget above:

\$21,322,192.92

Difference:

\$677,807.08

41,311.63

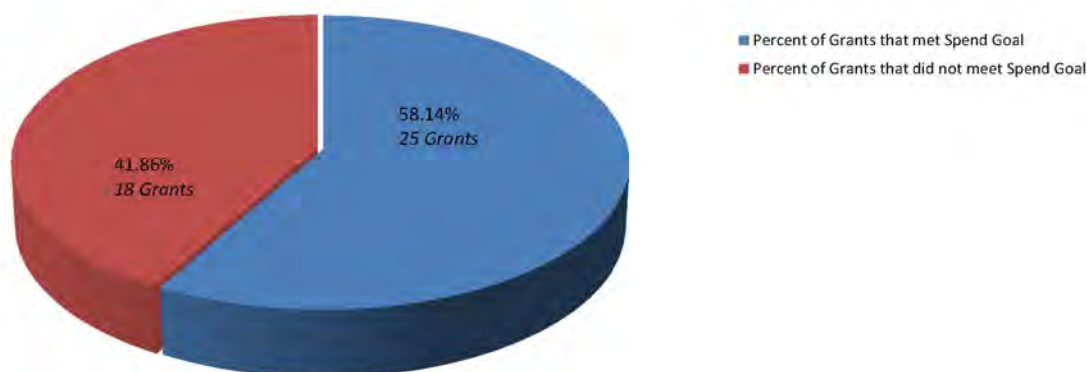
719,118.71

June 2021 Journal Entry to allocate COPS
proceeds spent first from non-COPS SCC's

003-1321C

Totals

May
2021
73% Spend Goal



Total State & Federal Grants: 43

Total State & Federal Allocations: \$108,106,568

Summary of Board Discussion and Actions on Growth

Committee Chair Bolton reported this was to be a discussion of the Meridian Plan. It will be moved to the agenda for the Budget, Finance and Growth Committee meeting on August 19, 2021.

FY 22 Budget Follow-up Discussion

At the Committee of the Whole meeting on Wednesday, June 16, 2021, the Board referred the discussion to the Budget, Finance and Growth Committee to continue the discussion on the budget appropriations. The Committee will then come back to the full Board on June 28, 2021, with suggestions and ideas regarding whether or not the resolution should be for an annual or 90-day appropriations.

Committee Chair Bolton has reservations about passing an annual appropriations resolution because the Board has not fully discussed the change to the New CPS from the District of Destination.

Treasurer Wagner reported that public community engagement is a requirement of the Elementary and Secondary School Emergency Relief Fund (ESSER) III. She shared that she and Krista Boyle, Chief Communications and Engagement Officer, are developing a plan for the public engagement.

Ms. Bolton reminded the Committee that the community elects the seven Board members and that the primary responsibility of the Board members is to be the financial stewards of the District.

Ms. Bolton expressed her concern about all the spending, and is worried about being able to do everything. She stated that more time may be necessary to determine the budget and priorities to be sure there is a base budget that works for the future of CPS.

Committee member Bates questioned if the concern was that the funds were being used too quickly.

Committee Chair Bolton responded maybe, and questioned if the spending was more to maintain the status quo or for the New CPS and growth.

Treasurer Wagner reported that the budget provides much towards the objective of preventing learning loss—Summer Scholars program, nurses, reading specialists, and facilities improvements.

Ms. Bolton reiterated that ultimately the Board is accountable.

ACTION: Mrs. Wagner suggested the following timeline:

Before June 28 (early next week) – Treasurer Wagner will provide the Board with details of the line-item budgets (*by Budget Unit and Object Code from the General Fund, Schoolwide Pool, CARES, and Student Wellness*)

June 28 – the Board adopts a 90-day temporary appropriations resolution

Between June 28 and July 19 – opportunity for feedback or concerns (*may have do some sort of workshop*)

August – the Board adopts the final budget

The meeting adjourned at 5:58 PM.

Finance Committee

Eve Bolton, Chair
Melanie Bates
Ryan Messer

Staff Liaisons

Jennifer Wagner, CFO/Treasurer
Tianay Amat, Interim Superintendent, *absent*



PREPARING STUDENTS **FOR LIFE**

Through Academic Achievement • Personal Well-Being • Career Readiness

CPS ACCESS Office of Pupil Transportation Services

BUDGET, FINANCE & GROWTH TRANSPORTATION DEBRIEFING

From: Loren M Johnson, Director of Pupil Transportation Services
To: Board Member Eve Bolton, Budget, Finance & Growth Committee Chairperson
Cc: Sarah Trimble-Oliver, Chief Strategy Officer
Tianay Amat, Interim Superintendent
Re: Budget, Finance, & Growth Committee Assignment: Transportation FY 22 Plan and Budget and Vendor Contracts

Transportation FY2022 Plan

Transportation is planning to move forward in supporting all eligible students to receive the safest, least restrictive viable mode of service available in the upcoming school year. Administration is ensuring the use of public transit services through Sorta is reserved for students in grades fourth (4th) and higher when yellow bus service is not optimal.

Administration continues to monitor HB110 that has specific changes to language that will have a direct impact to the planning of services for eligible students within the District.

- Current amendments for consideration that have financial implications are directly associated with the public district's responsibility to transport students attending chartered community and non-public schools within the public schools district's boundaries.
 - In Section 265.150 of Sub. HB 110, the Senate is proposing to change this PILOT payment amount by requiring the payment to be an amount equal to one-half the cost of providing transportation to the student, capped at \$2,500.
 - CPS cost per student for the past three (3) years for regular ed students is FY18- \$1109; FY19-\$1140; FY20-\$869.
 - Average PILOT cost of \$1,039.
 - Proposed new rate \$520 per eligible student. \$270 increase from current reimbursement rate of \$250 per eligible student
 - SY 2020/2022 Identified 191 students as being eligible for transportation services yet impractical; of which 141 students/families returned the required contract to receive the reimbursement totaling \$35,250.00.
- Bill successfully passed within the House of Representatives on April 21, 2021
- Bill successfully passed with proposed amendments within the Senate on June 9, 2021.
- The House of Representatives did not concur with the proposed additional amendments resulting in HB 110 going back to the Committee of Conference on June 15, 2021.

088 Pupil Transportation Services Proposed Budget

Transportation continues to work with the Treasurer's Department and District Leadership on finalizing the proposed budget for FY-2022.

- Transportation has made a total of \$5,150,000 in reductions to the original proposed budget in support of achieving a balanced budget for general funds.

- Currently the Administration has been able to identify at least \$2,000,000 of the reductions to be reallocated under the CaresAct funding.
 - Additional expenses are identified to be covered by CaresAct pending the Board approval of the “renewal contracts” for yellow bus service
- Currently Transportation is proposing a working budget of \$45,596,000 general funds not including personnel.
 - Precovid FY-2021 transportation budget planning for SY 2020-2021 totaled \$49,560,000.

Pupil Transportation Services Vendor Contracts

First Student Inc., Universal Transportation Systems (UTS), Queen City Transportation, and Petermann Llc. are current authorized yellow bus vendors with the District with an established contract term end date of **June 30, 2021**.

Vendors: First Student Inc. & Universal Transportation Systems

District Administration has reached consensus with First Student Inc, and Universal Transit Systems for terms pertaining to an one (1) year renewal term that will be presented before the board for approval through the Treasurer’s Report on June 28, 2021.

- The Administration utilized existing contractual terms as a starting point to addressing financial and service implications of our yellow bus contracts regarding the first twelve (12) month renewal period effective July 1, 2021 to June 30, 2022.

Current Contractual Language:

“First twelve (12) month renewal period (Year 6) 2021-2022: Provider shall be paid year five (5) prices plus an increase of three percent (3%) or the percentage change in the Cincinnati metropolitan area consumer price index for consumers (CPI-U) for the twelve (12) month period from February 2020 through January 2021, whichever is less. However, under no circumstances shall rates for such renewal periods be less than the preceding year.”

- The following link below will provide the current CPI for February 2020 - January 2021.
 - https://www.bls.gov/news.release/archives/cpi_02102021.htm
- CPI was 1.4% for the year ending January 2021. Administration professional opinion is that 3% increase is fair to help stabilize the operations i.e. transportation personnel workforce as we look to emerge to new normalities post pandemic.
 - Administration will look to supplement any rate increases over the CPS with CaresAct funds.

Vendors: Petermann Ltd. & Queen City Transportation

Both Petermann Ltd. and Queen City Transportation are subsidiaries of Nation Express Llc. Administration is still actively engaging with National Express Llc. to address contractual language pertaining to customer experience, quality of service, and financial implications in hopes of finalizing a mutual written agreement of the parties.

- Queen City Transportation operating under the Nation Express Llc. will be dissolved after June 30, 2021 and no longer provide yellow bus services.

- National Express Llc. will reallocate the yellow bus operation and resources under Petermann Ltd.
- Administration is seeking a favorable rate change given the scope of work will considerably change under the Petermann Ltd operation.

Service Quality & Performance

Administration is seeking amendments in the following areas to ensure the quality of the services continues to prioritize the health and safety of our students:

1. **Professional Development** - Providing necessary training and resources for transportation personnel in supporting the diverse needs of our students.

Current Language

~~"Perform a minimum of two (2) "dry runs" on all regular routes prior to the regular school year. Additional "dry running" of a route shall occur until the assigned driver is comfortable and operationally sound in performing the route correctly. The dry runs shall be made on the day and time as designated by the District. The driver assigned to the route must conduct the dry run to qualify for reimbursement."~~

Proposed New/Revised Contractual Language:

"Perform a minimum of one (1) pre-service run inservice meeting and four (4) "service-runs" on all regular routes prior to the regular school year.

- Additional "service-runs" of a route shall occur until the assigned driver is comfortable and operationally sound in performing the route correctly at 90% On Time Performance (OTP) at the cost of the Contractor until achieved.
- The service-runs shall be made on the day and time as designated by the District.
- Service runs will be scheduled throughout the school year to ensure service deliveries post extended breaks of five (5) days or more i.e. Winter Break, and Spring Break.
- The driver assigned to the route must conduct the service-run to qualify for reimbursement.

Transportation personnel in-services will be proactively planned between the Provider and the District throughout the year on non service days and or during non service times addressing the following subject areas:

- Effective Communication & Interactions
- Emotional Mastery & Deescalation Skills
- Supporting Student Specific Needs: inclusive of Students with Disabilities, English Second Language; Students experiencing homelessness, etc."

2. **Equipment & Resources** - Ensuring vehicles in our fleet and qualified personnel are meeting and/or exceeding industry standards to meet the demands of the District.

Proposed New Contractual Language

"Contractor will maintain a fleet of <number (##)> vehicles in accordance with 3301-83-19 authorized vehicles for transportation of pupils to and from school and school related events.

- Ten percent (10%) of the vehicles totaling <number (##)> units will be set aside as spare units in the event of mechanical failures and/or routine maintenance.
- Contractor will ensure there is a minimum of one spare unit for each style/configuration of vehicle within the fleet.
- All spare vehicles will be equipped with required hardware and equipment as specified by the District

Contractor is required to employ qualified personnel to successfully fulfill the obligations of the contract including but not limited to local management staff, on board instructors, dispatcher(s), call center agents, drivers, and student safety monitors.

- Contractor must submit required transportation personnel records as verification of their staffing totals.
- The District will allocate routes based upon the Contractor's verified staffing totals.
- Contractor will increase their CDL driver subpool from ten percent (10%) to twenty percent (20%) to minimize service disruptions during the pandemic.
- The Contractor will invoice and provide supporting documentation to the District for the increase in required sub CDL staff.
- Contractor will provide Student Safety Monitors previously referred to as bus monitors on routes as directed by the District to fulfill the duties required to ensure the health and safety of students during transport including but not limited to direct physical, and emotional support for students, pandemic related procedures/activities inclusive of specific pre and post tasks i.e disinfecting surfaces, and documenting/reporting."

1. **Service Expectations** - Incorporating specific language addressing service failures i.e. on time performance, and/or customer service.

Current Language

~~"Provide call center/customer service, during the regular school year from 6:00 am to 6:00 pm each and every day. At least two persons for the first fifty (50) buses, and one (1) additional person for every fifty (50) vehicles thereafter shall be assigned to the call center. If the vendor has over two hundred (200) buses no less than two (2) call center representatives can be assigned during the non-peak hours of 10:00 am to 1:00 pm. Call Center personnel cannot be used as sub-drivers or sub-aides and can never go un-staffed during the 6:00 am to 6:00 pm period, each service day. Contractor must keep updated status of all vehicles running late more than five (5) minutes any time during service run."~~

Proposed New/Revised Contractual Language:

Provide adequate personnel to staff call centers/customer service according to the CPS District Calendar for Transportation from 6:00 am to 6:00 pm daily unless otherwise informed in advance by the District. At least two persons for the first fifty (50) buses, and one (1) additional person for every twenty (25) vehicles thereafter shall be assigned to the call center.

- For every seventy-five (75) vehicles one (1) of the agents must be bilingual in one or more of the following dialects: Spanish, French, and/or Napali.
- If the vendor has over two hundred (200) buses no less than three (3) customer experience agents can be assigned during the non-peak hours of 10:00 am to 1:00 pm.
- Customer Experience Agents cannot be used as sub-drivers or sub-aides and can never go un-staffed during the 6:00 am to 6:00 pm or 15 minutes after the last scheduled drop off.

Contractor must keep updated status of all vehicles running more than five (5) minutes at any time during the route and notify the District as directed.