

MAPT  
800 Main Street, Suite 267  
Holden, MA 01520  
www.mapt.us

## Special Education Transportation Task Force May 23, 2018 Minutes

Members present: Colleen Cavanaugh, John Hennessey, Gerry Mazor, Margaret Driscoll, Carla Jentz, Mike Laliberte, and Jay Sullivan.

Meeting Convened at 1:00 PM.

### Contract Work

**District Reviews:** Information from districts is being collected on the result of district reviews that have been conducted. Gateway Regional indicated a cost savings of \$300,000 as a result of implementing several of the recommendations in the review, Uxbridge Public Schools saved approximately \$200,000, a 41% decrease in out of district transportation expenditures. Easton Public Schools expect to realize savings by outsourcing transportation. A panel of districts will be put together to discuss the reviews at a future MASBO program meeting. Districts have been asked to submit testimonials that can be used in the brochure.

**Presentations:** Ms. Cavanaugh and Mr. Hennessey conducted a presentation at the MASBO West roundtable meeting. Other roundtable groups across the state will be contacted to offer them presentations. It was suggested that Ms. Cavanaugh reach out to MASC to host an information table at the MASC/MAS conference in November. MASBO will be meeting the first week of June to discuss programming for next year, the Fall Institute will be held on October 31<sup>st</sup> at the Double Tree in Milford.

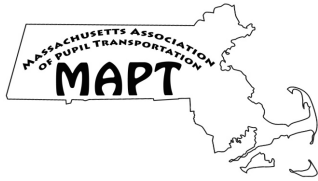
Suggestion made to meet with out-of-district coordinators to hear their concerns on transportation.

**Website:** It was recommended that a write up be sent to MASBO on the website to share with members. Efforts are currently underway to develop a mapping feature to illustrate where students are located attending special education programs based on the October 1 data. The vendor survey results were shared. A 52% response rate was realized. A list of districts that did not participate will be sent to Mr. Sullivan. Of the districts that responded, 68 operate special education transportation in district owned vehicles. Recommendation was made to reach out to non-collaborative towns that run their own special education transportation operation and have a conversation on potentially expanding their services to include other communities.

**Stakeholder Input:** Ms. Jentz will draft a letter to the new Commissioner on the efforts of the Task Force. A statement from the Department would assist the project in meeting some of its goals and generate support from the districts. It was suggested that a function of the contract assist districts with complaints they receive on transportation.

Members were updated on the recent Registry regulations that were passed. Further details from the RMV should be forthcoming, deadlines for implementation have not been established.

- Driver Training
  - 8 hours in-service per year
  - 10 hours new employees, 2 pre-service
  - Record keeping, same as CDL (permanent bound black book, index card per driver, designated person to sign cards)
- Equipment



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- Back-up Alarm on every vehicle - \$100 dollars
- Child reminder systems on every vehicle - \$200 plus installation
  - Currently effective July 1, 2018 RMV working to extend time
- Fire evacuation blanket on every wheelchair vehicle
- Bodily fluid kit
- Seat belt cutter
- Visible light in vehicle that shows school bus lights are flashing
- License - CORI forms must be notarized
- Evacuation Plan
  - Discussed 2x per year
  - Copy in vehicle

It was suggested that a menu of costs be put together on the new requirements to include, driver training, child reminder systems, back up alarms and also GPS units, and cameras.

The Task Force was created from an outside section of the budget. It was suggested that a historical timeline be put together. Mr. Sullivan will find the original language from the legislature.

The meeting adjourned at 3:00 PM.

The next meeting will be a luncheon meeting held at the MASBO office, 12:30 PM to 3:00 PM, on Monday, June 25, 2018.

Respectfully submitted,

Colleen Cavanaugh