

Regular Meeting: January 8, 2018

REGULAR MEETING OF THE FALL RIVER SCHOOL COMMITTEE
Monday, January 8, 2018
5:30 PM

Morton Middle School Auditorium
1135 North Main Street
Fall River, MA 02720

MEETING MINUTES

Mayor Correia called the meeting to order. A roll call for attendance showed at 5:36 p.m.:

Mr. Aguiar: Present	Mr. Khoury: Present
Mr. Coogan: Present	Mr. Martins: Absent
Mr. Costa: Present	Mayor Correia: Present
Mr. Hetzler: Present	

Also present were Attorney Assad, Superintendent Malone, and Student Delegate Jamie Tavares. Student Delegate Ruben Santos was absent.

Mayor Correia read the Open Meeting Law.

A salute to the flag followed.

CITIZENS' INPUT

Mayor Correia announced that there was one person signed up for Citizens' Input:

Rebecca Cusick – 1528 Highland Avenue – New School Committee

Ms. Cusick wished the School Committee members a happy new year and welcomed the new School Committee members. She stated that the FREA's relationship with the School Committee and administration has been rooted in respect and a genuine desire to work together to solve problems. She hoped that that will continue going forward.

RECOGNITION AWARDS

Mayor Correia announced that there were no Recognition Awards to present this evening.

SUPERINTENDENT'S REPORT

Superintendent Malone welcomed the new School Committee members and stated that he looked forward to working hard in the next two years to work toward the greater good of the students.

- *Superintendent's Evaluation Mid-Year Update*

Superintendent Malone stated that he included a draft of the goals that were adopted by the School Committee in their binders. He pointed out that the goals were in black and the progress toward the goals was in blue. He didn't attach any metrics because he is working on that now. He will provide that information at some point in the future. For now, he has only provided a snapshot. He's feeling good about moving forward with the human capital project, teacher attendance, and learning and teaching work

Regular Meeting: January 8, 2018

to approve student achievement and building curriculum maps that are aligned with standards. They are doing some good professional development and targeting their lowest achieving schools, particularly their Level 4 schools but also their low Level 3 schools. They are also focused on their long-term capital facilities master plan. There will be a report coming to the Committee on student assignment and registration. He will be bringing something forward to the Committee regarding the long-term strategic plan sometime in the spring that shows what they take into consideration when they make decisions. He is continuing to focus on the goals.

- *FY19 Budget Priorities*

Superintendent Malone stated that his team has been working to identify what they feel are their budget priorities. They will share this with the Committee and get their feedback as they start to develop Year 2 of their zero-based budget. They've done surveys with all principals, central office senior executives, and K-12 directors who have met and articulated five key budget priorities:

- (1) To ensure appropriate levels of Human Capital and support resources at each school, driven by student enrollment and student population needs. Each school is different and the needs are different. They are specifically targeting special education, English Language Learners, and social-emotional learners particularly at the lower elementary level. The first budget priority also includes support for professional development and the need to build capacity.
- (2) To continue to deliver high-quality learning and teaching for all students by strategically investing in equipment materials and supports in core curriculum and core enrichment areas. Arts and physical education are no longer considered "specials" – they are core enrichments. This also includes the digital platforms to ensure that content delivery and technology are also key. The future of education is that textbooks are a thing of the past.
- (3) To continue to work on reducing class size across all schools Grades K-3. This year the goal was to get to 26. Next year the goal is to get between 22-26. The reason that the goal is for K-3 and not K-5 is because, right now, he only has the potential of three additional elementary school rooms until they are filled across the system so he is unable to go wall to wall for K-5 right now; however, he can continue working on getting class sizes down at the K-3 levels.
- (4) Maximize efficiencies and cost containments in all operational areas of the budget and reallocating any savings that they find for direct services for students.
- (5) To ensure effective succession/transition for key programming and leadership roles. They know they will have people leaving so they're trying to figure out what that will mean when they consolidate.

Superintendent Malone asked the Committee if there is anything that he missed that they need him to add. Mayor Correia advised that the Committee members email any recommendations to the Superintendent.

- *New Durfee Project Update*

Superintendent Malone stated that he was excited about the new Durfee project. The school building committee has voted to submit the schematic design to the Massachusetts School Building Authority.

Regular Meeting: January 8, 2018

They will be reviewing the schematic design next week on January 18. At that point, they will set and approve an official cost based on the estimates and the design. Right now, it looks like the total cost will be \$264 million which includes all the construction cost and the soft costs around contingencies and other things. Tomorrow night, the City Council will look at the request to create and set a date for the referendum to move this project forward. Now the school building committee is in a holding pattern until this final figure is adopted by the MSBA and the date is set for the referendum.

Mr. Aguiar stated that he was in favor of building a new Durfee. In regards to the percentage reimbursement, for many years it's always been an 80% reimbursement. Upon doing research and asking questions, he's found that it's not going to be 80% and it may even be less than 60%. He found that all of the schools that were built did not receive an 80% reimbursement. He thinks they need to work with the legislature and treasurer to figure out how much money is going to be reimbursed. In regard to the budget, in looking at the dynamic calendar, it looks like, with the new city charter, it shows that the dates have been pushed forward. What used to be June 1 will now be 30-45 days earlier. Mayor Correia stated that that was based on their election. They have decided to submit it to the Council early but it's not a requirement. It has to be on the Council's agenda by June 1.

Mr. Aguiar asked if the Committee could get a copy of the Human Resources audit. Superintendent Malone said that he will send that to the Committee. Mr. Aguiar asked if the Superintendent would be bringing forward any information on growing the GATE program. Superintendent Malone stated that he would not be bringing that forward this year but will bring something forward in the spring for next year's work. It's something that they will look at this year but it won't be getting off the ground this current year. Mr. Aguiar asked if the draft taskforce document for the strategic plan was available. Superintendent Malone said that it was not but he will be bringing it forward to the Committee in February or March. There are a couple more steps of feedback that need to happen first.

APPROVAL OF MINUTES

MOTION: Mr. Costa-Mr. Coogan: To approve the meeting minutes from the December 11, 2017 Regular Meeting of the School Committee.

No discussion

Six were in favor None were opposed One was absent (Martins) Motion passed

ADDENDUM

MOTION: Mr. Costa-Mr. Hetzler: To accept the addendum to the agenda.

No discussion

Six were in favor None were opposed One was absent (Martins) Motion passed

TRAVEL REQUESTS

MOTION: Mr. Costa-Mr. Coogan: To approve all travel requests.

No discussion

A roll call showed:

Mr. Aguiar: Yes

Mr. Khoury: Yes

Mr. Coogan: Yes

Mr. Martins: Absent

Regular Meeting: January 8, 2018

Mr. Costa: Yes

Mayor Correia: Yes

Mr. Hetzler: Yes

Six were in favor None were opposed One was absent (Martins) Motion passed

DONATIONS

MOTION: Mr. Coogan-Mr. Hetzler: To accept all donations.

Discussion:

Superintendent Malone read the donations aloud. Mr. Aguiar asked what line item the elementary school referees would be coming out of. Superintendent Malone said that it would be coming out of Athletics. They will use the donation from Dr. Costar to pay for the referees. Mr. Aguiar asked if this donation had not been made, would the School Department been able to pay the referees this year. Superintendent Malone stated that without this donation they would not have been able to have elementary school sports this year for basketball. This was new this year and they had planned to fundraise for it but Dr. Costar donated the money. Mr. Aguiar said that his concern was why this donation was needed to be made. He asked if there was a line item for referees. If not, he asked if they will need to include this in the budget going forward. Superintendent Malone said that he would be building this into the budget for next year.

A roll call showed:

Mr. Aguiar: Yes

Mr. Khoury: Yes

Mr. Coogan: Yes

Mr. Martins: Absent

Mr. Costa: Yes

Mayor Correia: Yes

Mr. Hetzler: Yes

Six were in favor None were opposed One was absent (Martins) Motion passed

CONTRACTS

MOTION: Mr. Coogan-Mr. Hetzler: To approve all contracts.

Discussion:

Mr. Costa asked, in regard to the Cape Cod Collaborative contract for \$105,800 for a Houdini lift. He asked if this was for one student. Mr. Almeida confirmed that it was. Mr. Costa asked if this was in addition to the contract for transportation or if this would increase their budget for transportation. The transportation budget is funded through the City. He asked if the \$105,800 would be an increase to the approved budget. Mr. Almeida stated that it would be. Mr. Costa asked if they had the ability or the means to do this. Mr. Almeida stated that, as of right now, they have the money. He is continuing to monitor the budget on a monthly basis. Mr. Costa asked if this expenditure would increase the total bottom line. Mr. Almeida confirmed that this was still within the approved budget.

A roll call showed:

Mr. Aguiar: Yes

Mr. Khoury: Yes

Mr. Coogan: Yes

Mr. Martins: Absent

Mr. Costa: Yes

Mayor Correia: Yes

Mr. Hetzler: Yes

Six were in favor None were opposed One was absent (Martins) Motion passed

GRANTS

MOTION: Mr. Costa-Mr. Hetzler: To approve all grants.

Discussion:

Mr. Khoury stated that his concern with the Strategic Support to Specific Underperforming Schools grant was the report on findings to keep the Committee abreast of the growth as a result of this grant money. Mayor Correia asked Superintendent Malone to make a note of this.

A roll call showed:

Mr. Aguiar: Yes	Mr. Khoury: Yes
Mr. Coogan: Yes	Mr. Martins: Absent
Mr. Costa: Yes	Mayor Correia: Yes
Mr. Hetzler: Yes	

Six were in favor None were opposed One was absent (Martins) Motion passed

DISCUSSIONS

1. **Vote to Approve:** Election of Vice-Chairperson of the Fall River School Committee. (Policy BDA: Nominations for the office of Vice-Chairperson will be made from the floor. The Vice-Chairperson will be elected by a majority roll-call vote of the members present and voting.)

MOTION: Mr. Coogan-Mr. Aguiar: To elect Mark Costa as Vice Chair of the Fall River School Committee.

Discussion:

Mr. Aguiar asked if Mr. Costa could say a few words. Mr. Costa thanked the members of the School Committee for their support and their vote of confidence in him. He stated that it was an honor to serve the Committee as Vice Chair and it was a duty that he is confident he can handle. He welcomed the three new members to the Committee who all bring a wealth of educational experience, knowledge about students, passion for education, and good, sound common sense to the Committee. With the administrative experience and institutional wisdom of Mr. Martins and Mr. Coogan and the leadership of Superintendent Malone, he feels that they are able to accomplish much success as a board. However, in addition to their collective abilities, they must work collectively with Mayor Correia, his administration, the City Council, and their labor unions if they want to continue to improve the education system of their city.

In the upcoming term, Mr. Costa stated that he had some goals that he hopes that the rest of the Committee shared. The first is the construction of a new Durfee High School. In the coming months, he asked that each of them speak with him with one voice as they outline for the citizens of Fall River the critical need for a new high school. The current building is quickly becoming inadequate to educate their students in. The cost to repair or renovate the building three years ago was approximately \$100 million, a cost that has risen with the increase cost of building materials. The City can make a bold statement to surrounding communities and the state by utilizing the assistance of the MSBA to offset the financial impact to their citizens. A new state of the art educational institution for future generations would not only reaffirm their commitment to education but signal the region that Fall River is a place where one can live and raise a family. He asked each Committee member to be a champion for this project. The second goal he would like to meet is strengthen the relationship with the FREA, FRAA, and all bargaining units so that they can provide a work climate and encourage professional development to examine causes of low teacher retention and that they continue to strive to offer competitive compensation without the need for annual layoffs so that each staff member is proud to call Fall River Public Schools the place where they work. If the School Committee and central administration are to be successful, they need to work in partnerships with those in their district who deliver educational services on a daily basis. Last but not least, this Committee will have to remain supportive of the challenges that their district faces on a daily basis. They must prioritize their financial resources with an emphasis on classroom instruction. They

Regular Meeting: January 8, 2018

must continue to monitor the success and challenges across the District, regardless of where the student attends school or their learning style or ability. He encourages the School Committee to continue to work with Superintendent Malone and his team to ensure that no other school is designated a Level 4 and that their current Level 4 schools are making sufficient progress to shed those designations.

A roll call showed:

Mr. Aguiar: Yes	Mr. Khoury: Yes
Mr. Coogan: Yes	Mr. Martins: Absent
Mr. Costa: Yes	Mayor Correia: Yes
Mr. Hetzler: Yes	

Six were in favor None were opposed One was absent (Martins) Motion passed

2. **Appointment:** 2018 Subcommittee Appointments, *as presented by Mayor Jasiel F. Correia II.*

MOTION: Mr. Costa-Mr. Hetzler: To accept the 2018 Subcommittee appointments.

Discussion:

Mayor Correia announced the following subcommittee appointments:

Evaluation/AIP

Joshua Hetzler, Chair
Thomas Khoury
Joseph Martins

Finance

Mark Costa, Chair
Paul Coogan
Joseph Martins

Facilities and Operations

Mark Costa, Chair
Kevin Aguiar
Joshua Hetzler

Grievance

Joseph Martins, Chair
Kevin Aguiar
Paul Coogan

Mayor Correia announced that this year they have decided to split the Instructional Subcommittee and Special Education Subcommittee and make them two separate committees.

**Special Education, Alternative Education,
and Early College**

Kevin Aguiar, Chair
Paul Coogan
Mark Costa

Parent and Community Outreach

Thomas Khoury, Chair
Joshua Hetzler
Joseph Martins

Instructional

Paul Coogan, Chair
Kevin Aguiar
Thomas Khoury

Policy

Mark Costa, Chair
Joshua Hetzler
Thomas Khoury

Six were in favor None were opposed One was absent (Martins) Motion passed

3. **Presentation:** Transportation Audit Report, *as presented by Mr. Richard Labrie, Senior Associate, Futures*

Mr. Labrie stated that his background is that he is retired as an educational collaborative director in Massachusetts. He worked with seven districts from Suburban to Springfield. Part of what they did over a period of seven years is they acquired all of the private school bus contracts and ran them through the collaborative which bought buses and employed drivers. Over the course of a seven or eight year period, they got pretty good at consolidating programs, services, routes and becoming pretty cost effective with what they were doing. Since he retired 10 years ago, he has been with Futures Education and he's done efficiency studies for about 200 school districts nationally.

The process with the Fall River Public Schools started about a year ago when Mr. Labrie looked at the transportation services for 2016-2017 school year. Mr. Labrie noted that Fall River was a large area with 40 square miles of which 33 is land. The population density is approximately 3,000 per square mile. For school transportation purposes, the District is considered to be densely populated. What that means is that transportation efficiency may be determined by other factors rather than strictly student loading which is number of students on vehicles. This could be determined by time, distance, and drive time traffic.

Transportation Operational Efficiency

Transportation efficiency is generally determined by the following factors:

- whether they're manually doing the routing and scheduling or whether it's computerized
- the person who does the routing and scheduling determines the number of buses required
- student riders: scheduled versus actual
- time available between school starting and ending times (tiers)
- population density
- highway/road infrastructure and traffic patterns
- morning routes generally drive the number of buses required as more students ride in the morning than in the afternoon due to after school activities

Transportation Budget

From 2013-2014 to 2016-2017 the budget increased by approximately \$3 million.

Transportation Expenditures

Went from \$6.7 million in 2013-2014 and \$8.6 million in 2016-2017. Last year, special education accounted for a large portion of this deficit. There is a growth in special education transportation. Homeless transportation also had a significant spike.

Transportation vs. District Budget

The transportation budget this year was 8.16% of the total budget. One of the benchmarks they look at is the percentage of transportation to the district budget and 5% is considered to be cost effective; so Fall River is slightly over what is considered to be cost effective.

Regular Meeting: January 8, 2018

Transportation Operation

They are using 77 passenger buses. They're currently using 18 buses for regular buses. For in district and out of district SPED, they're using 44 buses and for out of district SPED and homeless they're using 33 vehicles for a total of 95 vehicles.

The District operates a modified two tier system with Tier I being their middle school and Tier 2 their elementary school but due to their tier time restrictions their specialized routes are running single tier. What that means is the time difference between the school start and end times are so short that they don't have time to do two tiers.

Transportation management does not utilize computer routing and scheduling software. Historically, they do hand developed courses and schedule over which the buses shall operate and they give those to the contactors and the contractors make up their own routes. The District currently has three contractors for regular transportation and six contractors plus 19 additional vendors for special education and homeless transportation. In addition, the District reimburses 10 parents who transport their own children. Based upon the relative size of the operation, the transportation department appears to be understaffed with one coordinator and one secretary. Given the time and work load constraints, the coordinator must rely on the contractors to effectively manage the transportation routes and schedules. Typically, contractors will do whatever is easiest and expedient in addressing parental and district concerns, including route changes and additional students.

School Bell Schedules – Transportation Tier Times in District Schools

- Finding: There are a relatively large number of schools which have a tier significantly less than 45 minutes with some as little as 12 minutes. Given the demographics of the District, including traffic congestion during normal drive times, without a sophisticated computer routing software, multiple route tiering is difficult, if not impossible. Single tier routes result in a greater number of vehicles required to provide safe school transportation and meet the requisite school schedules. In addition, in some cases, students must walk significant distances to “neighborhood” bus stops.
- Caveat: It is not recommended changing school bell schedules for school transportation purposes. School schedules should be set by the District in accordance with their educational processes.

Regular Transportation

Finding: There were a significant number of discrepancies regarding route and bus numbers between the route sheets provided by transportation management and the bus assignments provided by the contractors. Route sheets did not include route miles, summary of scheduled load or vehicle capacity which made electronic sorting and data analysis problematic. However, most of the routes are operating at significantly less than the capacity of the vehicles being used. He noted that when the School Committee looks at the report, it will give them plenty of backup information.

Route Time Analysis

- Finding: Most of the district routes are scheduled and operate within the tier time available. The average route time is approximately 15 minutes. This would indicate that, if more time was

available, many of the routes have time to pick up and drop off more students than are currently scheduled.

- Recommendation: The acquisition of computer routing software, combined with additional staff support and adequate training would allow transportation management to better determine their vehicle configuration requirements as well as develop more efficient routes. This could result in fewer vehicles required overall and a more efficient utilization of those vehicles available by contract.

Specialized Transportation

Most routes operate at significantly less than capacity which is expected on special education transportation.

Route Time Analysis

Most of the in-district routes were scheduled and operate within the tier time available. The average route time is approximately 16.5 minutes. This would indicate that many of the routes have time to pick up/drop off more students than are currently scheduled. Approximately 12% of the students placed in out of district programs are being provided individualized transportation. Individual routes are more expensive than multiple student routes.

IEP Review – Specialized Transportation

- Findings: They determined that approximately 178 students were being transported via special education transportation but did not have that requirement in their respective IEPs. Route notations included such factors as siblings, hardship, etc. By year end, this number had been reduced to 158.
- Recommendation: Special education management in conjunction with the transportation secretary should review all non-IEP required transportation and determine if it is warranted and medically necessary.
- Finding: Approximately 12% of the students placed in out of district programs are being provided individual transportation.
- Finding: Transportation management also utilizes “taxi” service when students cannot be otherwise accommodated.
- Finding: Transportation management also routinely reimburses parents for the transportation of their own children.
- Recommendation: District management may wish to review these students require single transportation for medical reasons or whether this is to accommodate parental requests.

Computerized Routing and Scheduling

- Finding: Route and schedule information and data are maintained on a number of Excel spreadsheets. In addition, transportation management must rely on “contractor reports” for such

information as route times and route miles. Typically only the route mapping function (Edulog) is being utilized for routing and scheduling. Therefore, routes do not consistently include the required data.

- Courses and Schedules: Transportation management has historically provided courses and schedules over which the buses shall operate.
- Recommendation: Transportation management should develop and provide a full set of the current routes and schedules utilizing a computerized routing software program, such as Traversa (included the information and cost proposal in the Appendix of the report) as the basis for future transportation bid specification development.
- The check and balances process actualized by computer-generated methodology is critical.
- In national studies, computer-generated routes have proven to be significantly (32%) more efficient and cost effective than hand developed routes.

Mr. Labrie displayed a tool that shows all the vehicles that a particular school district has and clicking on one of the green blocks shows the start and end time, current loading, capacity of vehicles, and each block could easily be moved from bus to bus. They could also easily look at scenarios by consolidating routes and schedules.

They looked at the most recent RFP (Request for Proposals) for the current contracts. For the regular transportation, the School Department has a five-year term. The contract expires in August 2019. The proposal due date was in May 2014.

Finding: A bid date of May is relatively late in the year. This late date does not promote the maximum potential competition and clearly favors the incumbent contractor(s).

Cost: The evaluation cost criteria was only 45% of the total evaluation criteria and based on the total cost of the contract over the five-year period.

Recommendation: In order to solicit the best cost proposal, the cost criteria should be more than 50% of the total evaluation criteria.

Specification Construct: The specification construct was based on the District's estimate of the number of required school buses (77 passenger) by school. The cost per day per bus was to include the cost of both the driver and a bus monitor as an all-inclusive cost. Bidders were allowed to bid on any of the schools individually. An alternative allowed a bidder to bid on all of the schools based upon a tiered route cost (7 buses) and a single route cost (8 buses).

Special Education Program Transportation

- State Prevailing Wage Rates: Not required since special education is exempt from Chapter 30 bidding
- Project Start Date: September 1, 2014

Regular Meeting: January 8, 2018

- Proposal Due Date: May 6, 2014
- Finding: A bid date of May is relatively late in the year
- Reservation: The district specifically reserved the right to award contract(s) to the 2013-2014 incumbent contractors who have successfully met service delivery expectations.

Finding: The District utilizes a variety of vendors, both contracted and occasional, to provide school transportation services. This relatively large number of contractors makes any coordination of routes and schedules extremely difficult as there is no requirement or incentive for the various contractors/vendors to cooperate in order to increase efficiencies and minimize the number of vehicles required coordinating the resulting routes and schedules without a computer routing software becomes difficult and highly time consuming. Most often, the results are based on expediency rather than cost effectiveness.

Recommendations: The foregoing reservation may signal to prospective bidders that the District may be going through a “formality” and is really not interested in opening the contract to competition. The District should reserve the right to accept or reject, in whole or in part, any bids received as may be in their sole public interest. Should the District reject all bids for a valid reason, they have the option of negotiating a price with one or more contractors, as special education transportation is exempt from chapter 30 B public procurement regulations.

For specialized transportation, bidders were required to provide bid prices by route. The bids were then awarded to the various contractors based upon the lowest cost per route. There was little competition between bidders for various routes. In addition, there is no incentive or requirement for the contractors to cooperate with each other in order to increase efficiencies and minimize the number of vehicles required.

None of the contractors utilize computer routing and scheduling software. Therefore, actual routing and scheduling information must be requested from the various vendors.

The cost of required bus monitors/aides were imbedded in the cost per day per bus.

Bus Monitors

The current contractors currently employ approximately 115 bus monitors for all special education routes. Sometimes there is more than one bus monitor on a bus.

District management reports that these monitors have historically been relatively untrained with regard to such issues as:

- Special education and/or students with disabilities
- First Aid and CPR
- Student Behavior Management
- Restraint Training
- EpiPen Administration
- Nut, Tree Nut and Other Allergens
- Seizure Training

Recommendation: The District may wish to consider bidding bus monitors as a separate section of their transportation bid. Based upon the actual hourly cost, the District may wish to consider the option of

Regular Meeting: January 8, 2018

contracting separately or employing their own bus monitors. In this way, management can both require and provide the requisite training necessary to safeguard the safety and welfare of those students with or without handicapping conditions.

Alternative Recommendation: Current school employed paraprofessionals should be encouraged to act as bus monitors before and after school for additional compensation. This has proven to provide better trained personnel and monitors both know and are knowledgeable of the child's special requirements.

Insurance Requirements

- **Finding:** The District does not specifically require automobile liability coverage.
- **Recommendation:** District management should immediately request that the contractors add insurance coverage. This would provide protection to both the District and the City in the event of an accident and resulting in financial damages.

Recommendations

- The District should acquire computer routing software and train the appropriate staff. This would allow them to work smarter as opposed to working harder to better manage the overall school transportation operation.
- A robust computer routing and scheduling software, such as Traversa would allow for the electronic transfer of student data and therefore save time and energy during the critical late summer months. In addition, it would allow management to investigate various options relative to school transportation i.e., route change impact, school schedule revisions impact or school redistricting impact. This would improve the overall routing and scheduling efficiencies, cross training of key personnel, as well as provide management with the tools necessary for effective and efficient driver and route management. While the Router is very knowledgeable, computer-based routing has proven in national studies to be more efficient than hand scheduling. Transportation management should develop and provide a full set of the current routes and schedules utilizing a computerized routing software program, such as Traversa as the basis for future transportation bid specification development.
- All of the special education transportation requirements should be combined into a single bid requiring a single vendor for the entire out of district transportation.
- The utilization of taxi services should be discouraged, as taxi drivers do not receive the same level of background checks for a livery license as do school transportation vehicle operators. In addition to contracting, the District routinely reimburses 10 parents for providing transportation for their children. This method has proven to be highly cost effective and should be encouraged whenever possible and practicable.
- **Contract Term:** Contract term should be for five years with the award based upon the first year only with an annual cost adjustment based upon Bureau of Labor statistics calculated COLA increases annually combined with a semiannual fuel adjustment. This will allow the District to

Regular Meeting: January 8, 2018

share the economic risks with the bidder/contractor and not require the bidder to minimize their risk by predicting economic factors which may never materialize.

Mr. Khoury asked what the liability was for parents who transported their own children. Mr. Labrie stated that, since they were only transporting their own children, their liability would be covered by their automobile insurance.

Mr. Labrie continued that, with the fuel escalation 10 years ago, when fuel went up to \$5-\$6 per gallon, they learned without a fuel escalator what their risks were. He calculated the cost for last year and it was 1.58%. Typically when districts allow the contractors to build their multi-year contracts, they will increase their contracts annually between 3.5-5%. In some cases, he recommended giving them a fixed, not-to-exceed figure. This helps to minimize and bring in that first year cost as low as they can get it with a manageable year-to-year increase. The hourly cost of the monitors should be bid as a separate item from the cost per day per bus. This single vendor approach will provide the most competitive construct. In addition, bidding the bus monitors as a separate section will allow the district to consider other options for providing trained bus monitors. The regular transportation bid should also include cost sections for late buses, mid-day transportation as well as Athletic and field trip costs, based on the current and future District requirements. The sum of these sections costs would determine the lowest responsive and responsible bidder. Any future bid specification should include an affirmative responsibility by the contractor to work proactively with the District to maximize cost effectiveness and routing efficiencies, in order to minimize the number of buses required to provide safe and efficient student transportation.

Any future bid specification should include a requirement that the contractor utilize computer routing software either approved by or provided by the District. In the future, the District should develop a complete set of bid specifications and conduct a Chapter 30 B consistent procurement for all school transportation services. To promote fair and open competition, the bid specifications should be completed and released no later than the fall of the preceding year. Given the complexity of the district transportation requirements, it would take potential bidders significant amounts of time to acquire the necessary vehicles and personnel, as well as facilities to conduct this transportation if awarded the contract.

Given the size and complexity of the transportation operation they concluded that the transportation department is significantly understaffed. Should the District implement the recommendation to purchase and utilize a computerized routing and scheduling software, it should seriously consider adding a technically literate staff position to manage the routing and scheduling process. In addition, both the coordinator and secretary should be cross trained in the utilization of the routing software.

All of the special education transportation requirements should be combined into a single bid requiring a single vendor for the entire district. Any future bid specs should include an affirmative responsibility by the contractor to work proactively with the district to maximize cost effectiveness and counting efficiencies in order to minimize the number of buses and vans required.

Commendations

- Transportation management should be commended for routinely investigating alternatives to adding contracted vehicles and utilizing other transportation sources which may be more cost effective.
- The transportation staff, including the special education staff should be commended for trying to maintain students in their neighborhood schools whenever educationally possible.
- Transportation management should be commended for routinely scheduling multischool pick up and drop off where tier time bell schedules allow.
- Commend the coordinator for her diligence and perseverance in moving the District school transportation operation with both limited staff support and limited technological resources.

Summary

- Concluded that the District's transportation service could be more efficient and cost effective.
- Neither the District Transportation Coordinator nor the contractors utilize computer software for routing and scheduling.
- There were a significant number of discrepancies regarding route and bus numbers between the route sheets.
- The lack of computer routing software combined with the transportation department being understaffed results in a management reliance on the contractor for routing assistance and solving day to day transportation issues.
- The District utilizes a variety of vendors, both contracted and occasional, to provide school transportation services. This relatively large number of contractors makes any coordination of routes and schedules extremely difficult.
- In the future, the District should set up Chapter 30 bid specifications
- It is their contention that, provided with a robust computer routing software, trained personnel in its utilization and adequate staffing, and increased flexibility in vehicle configuration that a more efficient transportation operation can be achieved. In both the short term as well as the long term, by implementing the previous recommendations, transportation efficiencies will be significantly increased and the District will realize both short term cost savings as well as ongoing cost avoidance.

Mr. Labrie asked the Committee if they had any questions after tonight, they could forward them to Mr. Pacheco and he would forward the questions to him. Futures has already been retained to develop a new set of bid specifications for the school district based on these recommendations. Within the next couple of months, they expect to bring forward a draft of specifications for the School Committee to review and approve. This would include both specifications as well as a bidding strategy.

Regular Meeting: January 8, 2018

Mr. Costa stated that he first heard this presentation at the Facilities and Operations Subcommittee meeting. One of the things that stood out to him this evening was the fuel escalator. A number of years ago, they went through the same issue and he believed that they put in a plus or minus \$0.08 fuel increase so that, if the cost of fuel went up more than \$0.08, they owed the vendor; however, if it dropped below \$0.08, they may have been able to seek reimbursement from the vendor. Mr. Tom Coogan confirmed that they have a fuel adjustment cost. Mr. Costa also noted in the presentation that it was stated that management reported that monitors were untrained. That came as a surprise to him because he knows that, in the past, they have had two or three incidents where they've had vendors before the Committee to discuss their practices with the Committee. Those three occasions there was a child left unattended on the bus. His understanding has always been that the bus monitors for these contracts have training in CPR and first aid. He thought some of them had more extensive training. He recalled one of the vendors talking about the extensive training that their bus monitors receive. He asked what contractors they currently have who do not have monitors who have been trained and he asked what the School Department was doing about that.

Mr. Pacheco stated that he thinks that most of the vendors are following what they currently have in place. He said that they are meeting the minimum requirements that they've asked for. Mr. Costa said that in the presentation it was stated that monitors were untrained. He asked why that was being shared when it sounds like it's not the case. Mr. Pacheco stated that he thinks that the comments have to do with things that are above and beyond what they're asking for. Lisa Moy added that for special education they do a yearly training at the end of August for all bus drivers and monitors. They started implementing a December/January training because of the number of turnovers of monitors and drivers. They offer a training but they can't mandate it because it's not part of the contract.

Transcriber's Note: At 6:48p.m., Mayor Correia stepped out of the meeting.

Mr. Costa stated that it may not be a part of the contract but the School Department controls the safety of the students. In the past, they've had monitors and bus drivers removed from providing transportation in the District because of their actions. If Ms. Moy saw a need for training in a special education transportation and she asked the vendor to have that person trained and they refused, Mr. Costa asked if the school department had any recourse. Ms. Moy stated that it was up to the bus company to move them from their bus routes. The School Department doesn't have the option to do that. Mr. Costa suggested that they go back and look at any vendors that they've asked for their staff to get trained and, for those who are not willing to, the School Department should reconsider doing business with them. Ms. Moy agrees that this does need to be a part of the contract because in special education law they are obligated to have bus monitors who are trained. Mr. Costa stated that this was the first he was hearing that management reports that their monitors aren't trained and they don't have the ability to make sure that they are trained. There are monitors who don't have the ability to safety monitor children when they're being transported. Ms. Moy stated that they don't hire the monitors so they don't have a choice as to who gets hired. Mr. Costa said that if they're employed by someone who engages in a service that the School Department pays for, the School Department needs to have a say. Mr. Labrie stated that the requirement for bus monitor training should be part of the contract. The training should be consistently provided across the board to all monitors.

Transcriber's Note: At 6:51 p.m., Mayor Correia returned to the meeting.

Regular Meeting: January 8, 2018

Mr. Pacheco stated that if there were any monitors who were not meeting the requirements of the district, they have asked that that person be removed. They also do this with the drivers. They notify the bus companies when they need monitors and drivers with specialized training and they ask for someone who has been trained or they ask that that person gets training.

Mr. Costa asked the Superintendent through Mr. Pacheco's staff to reach out to the contractors and reaffirm with them if they have monitors on these buses that are providing services for us that do not have training or the training is outdated, that they make every effort that those individuals are getting the training that they need to provide safe services for students. He also heard in the presentation that they have 158 students that they provide transportation for that's not included in their IEPs. Mr. Pacheco stated that that was before they started this year. Mr. Costa asked how many students they currently have that are being provided transportation that don't have this written in their IEP. Ms. Moy said that she does not have the exact figure. To get specialized transportation it has to be a part of their disability where they require it. Some of the special education students can have transportation and they can ride the regular bus. For students who can no longer stay in their home school, they have to provide programs for students but they don't have the programs at every school so they have to transport the students to those programs. They write that in their IEP. Mr. Costa asked how many students they have to transport from their neighborhood to other schools and what that cost is. He asked if it would be cost effective to put the program in multiple schools so they don't have to transport the student across the city then there would be a reduction in the cost of transportation. They can look into adding the program to a school that is closer to that student's residence. Ms. Moy stated that there are social emotional subseparate classrooms at Viveiros School at full strand K-5 and they also have it at the Doran School K-5. Those are the only two programs for those who need it. It is similar with the ASD program. Their high functioning students are at Spencer Borden. Henry Lord has their other population of ASD students. They don't have enough to have it at every building. If they grow, they will put another strand at another location. Mr. Costa stated that he would like to see the School Department do a better job at identifying what services students need. He asked the Superintendent for a report of the number of students being transported through SPED transportation but their IEPs don't require it by law. Superintendent Malone stated that he was here to fix things. They want to save costs but do all the things that make the system better which is why they did this audit. He will get that report to the Committee. It may take him a couple of weeks but he will get that within the next 14 days.

Mr. Aguiar asked if Mr. Labrie did an analysis of the transportation policy. Mr. Labrie said that the only policy he looked at was walking distances and they found them to be appropriate and the same as other school districts in the area. Mr. Aguiar asked if he did an analysis of who gets transportation. Mr. Labrie stated that they only looked at the walking distances to see whether the students within the walking distance perimeters were receiving transportation and also students who did not have transportation written into their IEP. Mr. Aguiar asked what the policy was on high school. Mr. Labrie stated that they don't transport for the high school. Mr. Aguiar asked if there was money being spent on high school transportation. Mr. Pacheco stated that it was about \$300,000 per year on vouchers. Mr. Aguiar stated that if they hired a consultant to come in and do an analysis, that's something that should be looked at. There are policies that are implemented or would be recommended in order to provide the service and save some money. He asked about the Edulog software. Mr. Labrie stated that he didn't know when it was purchased but the School Department does have an Edulog license which has never been fully implemented nor has the staff been trained. There is better software that is out there that is more user friendly and more robust which is why they recommended Traversa. Mr. Aguiar asked what Edulog

Regular Meeting: January 8, 2018

does. Mr. Labrie stated that it computerizes routing and scheduling. It becomes automatic in a digitized map in the shortest distance to get from Point A to Point B. It doesn't do that well. It relies on the operator to determine the routes by connecting the notes on the map. The person who is running the system has to connect the dots as opposed to Traversa where the computer does it based on the shortest routes and the shortest times available, given the perimeters that the transportation manager puts in the system. Edulog does not take student information from their current student management system electronically, it has to be manually put in which is time consuming. All the new transportation routing software programs do this electronically saving a lot of time and effort. Mr. Aguiar stated that it didn't sound like Edulog was very good nor did it sound like anyone was properly trained to use it. He doesn't understand why they are still paying for this software. Mr. Labrie stated that he doesn't think they have been paying for this software for five years. The School Department purchased the license about five years ago but he doesn't think they're paying for the license now and he thinks that it has expired. He is suggesting that they purchase new software that is state of the art routing and scheduling and they can invest in training the staff in order to make it run more efficiently. Mr. Aguiar asked how long Mr. Labrie has been working as a consultant for the School Department. Mr. Labrie said that he's been a consult for the Fall River School Department for 1.5 years. Mr. Aguiar asked if it was made clear that they were understaffed in the Transportation Department. Mr. Labrie stated that he knew they didn't have sufficient staff at the very beginning. Mr. Aguiar asked the administration why they haven't hired anyone to address this in order to save money.

Mayor Correia asked that this be referred to the Facilities and Operations Subcommittee for a deeper dive. His understanding is that there are recommendations that are being made for the next contract. This audit was done so that they could figure out how to craft their next contract in order to save more money that they could invest in education. Mr. Labrie stated that if the Committee had additional questions they could email him and he will prepare a response by the time the Facilities and Operations Subcommittee meets. Mr. Aguiar stated that, while Mr. Labrie was here, he would like to continue to ask him questions tonight. He pointed out that this has already gone before the Facilities and Operations Subcommittee. Mayor Correia stated that they were going to move on with the agenda. Mr. Aguiar said that they cannot move on if the questions are not finished. Mayor Correia stated that he had the authority to move the question. He added that those questions are not for this meeting and they can be discussed in the Facilities and Operations Subcommittee. Attorney Assad stated that the ruling was that, by the chair who is the parliamentarian, the issue before the Committee is an agenda item and Mr. Aguiar is speaking on that agenda item. There is a point of order that has been made. The individual who rules on the point of order is the parliamentarian who is the chairman of the Committee. Mr. Aguiar asked what basis the Mayor had for moving on with the agenda. Mayor Correia stated that this item was listed as a "presentation" not a "presentation and discussion." He has asked that this be moved to a Committee where this can be analyzed and discussed in complete detail.

Mr. Aguiar made a motion to overrule the chair. There was no second to the motion

MOTION: Mr. Hetzler-Mr. Costa: To refer the Transportation Audit to the Facilities and Operations Subcommittee for further discussion.

No discussion

Regular Meeting: January 8, 2018

A roll call showed:

Mr. Aguiar: No	Mr. Khoury: Yes
Mr. Coogan: Yes	Mr. Martins: Absent
Mr. Costa: Yes	Mayor Correia: Yes
Mr. Hetzler: Yes	

Five were in favor One was opposed (Aguiar) One was absent (Martins) Motion passed

4. **Vote to Approve:** Statement of Interest for Westall and Resiliency Preparatory Academy, *as presented by Mr. Kenneth Pacheco, Chief Operating Officer*

MOTION: Mr. Costa-Mr. Hetzler: To approve the statement of interest for Westall and Resiliency Preparatory Academy.

Discussion:

Mr. Costa stated that his understanding of this agenda item was to bring forth so that the School Committee can give approval to proceed with the application process. He asked if his understanding is correct that the financial piece is yet to be determined. In the event that the financial piece does not come to fruition, the Committee is on record to give the authority to proceed with the application process. Mr. Pacheco confirmed that he was only asking permission to move forward with the application process.

A roll call showed:

Mr. Aguiar: Yes	Mr. Khoury: Yes
Mr. Coogan: Yes	Mr. Martins: Absent
Mr. Costa: Yes	Mayor Correia: Yes
Mr. Hetzler: Yes	

Six were in favor None were opposed One was absent (Martins) Motion passed

5. **Discussion and Vote to Approve:** Student Delegate Agenda Item Process, *as presented by School Committeeman Mark Costa*

MOTION: Mr. Costa-Mr. Khoury: To approve that the School Committee adopt the memorandum regarding the student delegate agenda item.

Discussion:

Mr. Costa stated that this came about because of a forum that was held during the election where the young men and women of the city presented their concerns to their elected officials. A number of years ago, they decided to add student delegates to be representatives on the School Committee in order to expose them to the work that the School Committee does. However, the one piece that was left out was acknowledging a venue where the student would have an agenda item so that the School Committee could consider. This would make them more active participants in the meeting and gives them an opportunity to share information that may be going on in their school sites and will also allow them to have contact with students from other schools and they have concerns that they would bring to the Committee's attention. It also gives them a voice for them to share any concerns that they may have about things that they may not have in place in order for them to be successful. This will give them a voice and the opportunity to share new business with the Committee on items that they would like to see on future agendas so that the School Committee could discuss it and the student delegates could present their information.

Regular Meeting: January 8, 2018

Mr. Khoury asked how a high school student delegate would appropriate to a middle school or elementary school delegate. Mr. Costa stated that he thinks that they will need to do a better job at communicating this with their elementary school and middle school principals to inform their student body. He believes the middle school may have a student government that they could communicate to. The student delegate could potentially share this through email or a chain of command that could go through the principal then to the student delegate. He said that he would be open to hearing from the other members any suggestions on how this information could be communicated through the student delegates.

Mr. Coogan stated that he would like to see this agenda item every meeting moved to the top so that the student doesn't have to stay at the meeting for the rest of the night. They could say their piece then leave. Mayor Correia stated that the plan was to put this right after the Superintendent's Report. Mr. Costa suggested that, if the students also have items they would like to discuss at future meetings, they could do that during that point instead of having them do it during New Business since the Committee does not take up new business until after executive session when the students may already be gone.

A roll call showed:

Mr. Aguiar: Yes	Mr. Khoury: Yes
Mr. Coogan: Yes	Mr. Martins: Absent
Mr. Costa: Yes	Mayor Correia: Yes
Mr. Hetzler: Yes	

Six were in favor None were opposed One was absent (Martins) Motion passed

6. **Vote to Refer:** The discussion of student registration and student assignment to the Policy Subcommittee.

MOTION: Mr. Costa-Mr. Hetzler: To refer the discussion of student registration and student assignment to the Policy Subcommittee.

Discussion:

Mr. Aguiar asked if Superintendent Malone could explain what this was. Superintendent Malone stated that they have been working hard at all the things that they need to fix and improve on and create cost savings, one of which is the student registration process and how students are assigned to schools. They have worked very hard to come up with a much better and timely registration and assignment process. They are planning on bringing forward a more vetted report to the next School Committee meeting in February. He is asking that this go to a subcommittee first for more vetting and refinement before it's presented to the full committee. Mr. Aguiar asked if this would be coming back to the full Committee with recommendations for the process for next year. Superintendent Malone confirmed that this was correct.

Six were in favor None were opposed One was absent (Martins) Motion passed

7. **Vote to Approve:** Year-to-Date Budget Report, *as presented by Mr. Kevin Almeida, Chief Financial Officer*

MOTION: Mr. Coogan-Mr. Costa: To approve the Year-to-Date Budget report.

Discussion:

Mr. Costa said that, since they were entering Month 6 of the fiscal year, he assumed that they should be about 50% expended. One of the line items that jumped out to him was the Overtime. He asked Mr. Almeida if he could provide the Committee with why the overtime account was at 80%. Mr. Almeida stated that the overtime account was slightly underfunded. Overtime is usually for

Regular Meeting: January 8, 2018

Custodial Overtime or Use of School Overtime. Mr. Costa stated that Use of School Overtime should be coming out of the Use of School fund. Mr. Almeida explained that, over the course of time, the Use of School money has come out of the operating budget and that's how it's been in place since he's been there. Mr. Costa stated that they have a Use of Schools account where they charge organizations a nominal fee to use the buildings which is supposed to account for custodial services, heat and light on a percentage basis, and security if needed. If there is money coming to that account, he asked why they were using operating budget money to pay for the services and not money from the revolving account. Mr. Almeida explained that the Use of School funds are typically used for projects that they do over the summertime.

Mr. Costa asked the Superintendent if the School Committee needed to craft a policy with respect to how they expend Use of Schools funds. His understanding was that the cost of using the facility would then cover the cost associated with the event. They've been taking in money specifically for the use of the facilities but they don't use the money in that account to pay for the services required for the event. Superintendent Malone stated that it was his understanding that, historically, those two figures never offset each other. The money coming in never fully funded the true cost of the rentals. Mr. Costa stated that, when someone is assessing what it's going to cost to utilize the facility, they should account for what the expenses are going to be. Superintendent Malone stated that they should break even but they never do. He thinks that this is another area that needs to be cleaned up. They could write a policy to make this very clear or they could put stronger management controls over how they do that. Mr. Costa asked how much they had in the Use of Schools revolving account currently. Mr. Almeida stated about \$40,000. Mr. Costa asked how much they have used to pay for the expenses associated with the use of their schools. Mr. Almeida stated that they have not used any of that money. Mr. Costa pointed out that, if they haven't utilized any of those expenses than Superintendent Malone's explanation about why they need to use operating budget money doesn't make sense. He asked why they were using operational overtime money to offset the cost of use of school policy for service for these events.

Superintendent Malone stated that he has been with the District for 18 months. In 18 months, he has cleaned up a lot of stuff and he will continue to clean up stuff. If this is something that needs to be cleaned up, he will clean it up but this is the first he is hearing of this. This can be fixed. Mr. Costa stated that he would understand if the amount of money they take in doesn't always cover the actual expenses, but they shouldn't be tapping into operational money to solely pay for services when they haven't expended any of the money from the Use of Schools account. Mayor Correia asked if he would like to send this to a subcommittee. Mr. Costa stated that they could discuss this at the next Finance Subcommittee meeting. If this is past practice, they need to tighten this up. There is \$40,000 sitting in the Use of Schools account and none of that is being used to cover the expenses for the events and that defeats the purpose. Superintendent Malone recommended having this discussion in a Finance Subcommittee meeting and cleaning it up so that they are operating in a way that is fully transparent and clear to everyone. He wants people to know and trust every dollar that the School Department has. Mr. Costa requested a breakdown of the use of the overtime account. He's concerned that it's 80% expended and they're only halfway through the year.

Mr. Costa pointed out that for transportation, they're a little over 96% expended. He knows that Mr. Almeida has said that he's been watching that. Mr. Almeida stated that the funds and contracts get encumbered at the beginning of the year but sometimes routes pop up and those get added over the course of the year and other accommodations need to be made. Mr. Costa stated that their encumbrance wasn't

attributing what's expended. They have it in holding while they're waiting for the purchase order to be paid out. Mr. Almeida said that this was correct. Mr. Costa stated that, in looking at the report, it looks like they currently have \$300,790 that has not been expended. He asked that, as they go forward, he keeps a very close eye on that. He doesn't want to be in a situation that, prior to the end of the fiscal year, they're having to go back to the Council to ask for an expenditure. He noted that, overall, they're at 48.1% expended which is on target. He asked if Mr. Almeida was preparing additional budget transfers for the School Committee. Mr. Almeida stated that he typically waits until January in order to close out the month of December. Mr. Costa noted that heat and lighting was in good shape. He asked, now that they are in the winter months, how quickly those bills hit so that they have a better understanding of where they are in those accounts. Mr. Almeida stated that those will start to hit in January.

Mr. Aguiar stated that, when he was last on the Committee, the policy for using school facilities was that the School Department determines how much it would cost and the organization using the school would have to pay that amount so that there is no cost to the School Department. He asked for the last five years for the Use of School account prior to the subcommittee meeting so that they could get a look at what has been happening in that account. He asked if there was a policy of when a transfer was required from the administration. Mr. Almeida said that the policy states "quarterly" but, if there are extenuating circumstances, he could do them monthly if he had to. Mayor Correia stated that they need to make notifications quarterly but they don't require the School Committee's approval. Mr. Aguiar asked Mr. Almeida what triggers him to determine when he needs to transfer money into a specific account. Mr. Almeida said that if he knows that he's going to go over an account or if there was an emergency that made him go over an account. Mr. Aguiar asked if that would happen at the beginning or end of year. Mr. Almeida stated that he does a final one at the end of the year to balance out the lines. Mr. Costa explained that, in years past, the practice has been that they take up all budget transfers at the end of the fiscal year but they've gotten away from that because they were starting to move money into accounts that the Committee could have objected to the use of those funds in a particular manner so they moved to a policy where quarterly budget transfers are brought before the Committee. If it's an emergency, administration has been good about notifying Committees members that there is a need to make a transfer and it's put on the agenda if there is a need for discussion and approval. The School Committee gets monthly budget reports and quarterly budget transfers. Mr. Aguiar pointed out that there was \$300,000 left in the Transportation budget. They just approved a contract for \$105,000 for transportation. He asked if that will bring that amount down. Mr. Almeida confirmed that it would. Mr. Aguiar asked, if there was only \$50,000 in the account, would that have triggered a transfer. Mr. Almeida stated that it would have.

Mr. Aguiar asked if the tuition line included out-of-district SPED. Mr. Almeida stated that it did. Mr. Aguiar pointed out that it was 99.9% expended. Mr. Almeida explained that they typically offset that with the circuit breaker account which is one of their revolving accounts. Mr. Aguiar asked where that was in the report. Mr. Almeida said that that would be in one of the revolving reports that he will bring to the Committee in February. Mr. Aguiar asked how much was the circuit breaker that is added to that. Mr. Almeida stated that it was about \$3 million for this year. Superintendent Malone added that their association was very concerned about the state's funding of the circuit breaker. There was some movement made, given unknowns at the federal level. Instead of being funded by law at 75%, they will be at 65% in the coming year which is not going to help Fall River. It would behoove them to talk to their local and federal delegation to support fully funding their circuit breaker. Mr. Aguiar asked what was encumbered out of the circuit breaker. Mr. Almeida stated that it was other out-of-district tuitions.

Regular Meeting: January 8, 2018

The total tuitions are about \$9 million. Mr. Aguiar asked if they were on target for out-of-district SPED. Mr. Almeida stated that they were on target and added that there should be a little surplus from the circuit breaker at the end of the year. Mr. Aguiar asked, as the year goes on and kids are brought back from out-of-district placements, how do they know if that goes up or down on a regular basis. Mr. Almeida stated that movement in tuition happens every month as students get added to out of district and they get brought back depending on the service. Any time a student comes back after the final bill is paid on the encumbrance, the encumbrance gets eliminated. Any time a student gets sent out of district, it will add to that encumbrance.

Mr. Hetzler stated, in regards to the overtime account, he noticed that last year they spent \$785,000 but this year they only appropriated \$427,000 which was a big difference. In looking at the numbers, it looks like they're going to be \$220,000 short if overtime is being used the way it is currently being used. Superintendent Malone stated that they manage this internally. They look at positions they haven't filled and they make sure they know where they have deficiencies. Last year was a tough year. They projected positions and they decreased class size and they tried to create more control regarding overtime around the use of substitutes. As they think about the future, they want to have more cost control around transportation and how they assign students. They want to avoid wasting money on things that don't have direct service around kids. At the same time, they need to pay overtime to those who come in and clean up the snow.

Mr. Coogan stated that, in regards to use of schools, he was also under the impression that they factored in the cost of security and custodial. Mr. Almeida stated that he understood the intent of the policy but, as long as he's been there, it has not been that way. Mayor Correia asked how much they have expended versus how much they have paid in for use of school. He asked if Mr. Almeida could create a report. Mr. Almeida stated that he could. Mr. Coogan asked if Mr. Almeida was going to take money from the Substitute account to move it to the Overtime account. Mr. Almeida stated that he has projected some savings in subs. There's also some savings in worker's comp and unemployment.

Mr. Aguiar asked how much the reimbursement was for McKinney-Vento. Mr. Almeida stated that it varied over the years. That money is in a separate account that the City gets every year. The School Department submits an end-of-the-year report and the figure that gets reimbursed, gets reimbursed the following year based off the previous year's end of year report. Mr. Aguiar asked how that was reflected in the line item. Mr. Almeida stated that it wasn't in the line item at all. It's in a separate account. Mr. Aguiar stated that it sounded like it wasn't 100% reimbursed. Mr. Almeida confirmed that it wasn't. He stated that it's usually between 30-35%. One year they got 50%. It's based on everything that is submitted from the different communities and what the state allocates. Mr. Aguiar stated that it was a major issue that they were mandating that the school department transports those students and it's an unfunded mandate so they would give 100% of reimbursement. That was done back in 2012. That should be 100% reimbursed. He asked that the Superintendent craft a letter to the local delegation to request a meeting to discuss this particular issue. At that time, the auditor said that this had to be reimbursed at 100%. Mr. Costa stated that it was \$200,000 for homeless transportation back in 2014 and it's at about \$900,000 now. This speaks to Mr. Aguiar's point that this is something that has grown but the reimbursement has gone down. Superintendent Malone stated that the governor has released McKinney-Vento money to support the influx of students from the Caribbean after the hurricanes. They have had 113 kids enroll in Fall River after October 1. Every district received \$5,000. They're hoping that this will be taken up in another way in the form of Chapter 70 funds. Each child cost about \$13,000

Regular Meeting: January 8, 2018

per year. McKinney-Vento has never been fully funded. They can ask the auditor that Mr. Aguiar referred to for the list of unfunded mandates and there are probably 100 of them. It's not just McKinney-Vento that's underfunded, the circuit breaker, charter reimbursement, and regional transportation are also underfunded. They want to make sure that their local delegation knows about all of that.

Six were in favor None were opposed One was absent (Martins) Motion passed

FOR YOUR INFORMATION

MOTION: Mr. Costa-Mr. Hetzler: To place the FYI portion of the agenda on file.

No discussion

Six were in favor None were opposed One was absent (Martins) Motion passed

MOTION: Mr. Aguiar-Mr. Coogan: To waive the rules to take the agenda out of order and to move New Business before Executive Session.

No discussion

Six were in favor None were opposed One was absent (Martins) Motion passed

NEW BUSINESS

Mr. Aguiar asked for Tom Coogan or Mr. Pacheco to highlight any changes that have been implemented related to any savings that has happened with transportation. Superintendent Malone stated that they will put together a memo and get it out to the Committee. Mr. Aguiar said that there was a comment that was made by Mr. Pacheco that there were some things that were currently being implemented and he wanted to know what those were. Superintendent Malone stated that they were assigning students to schools. He will put something in writing and get that out to the Committee in about two weeks.

REQUEST FOR EXECUTIVE SESSION

MOTION: Mr. Aguiar-Mr. Khoury: To enter into executive session.

Attorney Assad read items that were requested for Executive Session.

- M.G.L. Chapter 30A, Section 21(a)(3): To discuss strategy with respect to collective bargaining relative to ALL Administrators and Employees represented by the Fall River Administrators' Association.
- M.G.L. Chapter 30A, Section 21(a)(3): To discuss strategy with respect to collective bargaining relative to ALL professional teaching employees of the Fall River School System including coaches, Title I, teachers, nurses, occupational behavioral and physical therapists, Physical Therapy Assistant, Licensed Practical Nurses, Certified Occupational Therapy Assistants, School Administrative Managers, and specialists in the teaching profession represented by the Fall River Educators' Association.
- M.G.L. Chapter 30A, Section 21(a)(3): To discuss strategy with respect to collective bargaining relative to ALL maintenance employees of the Fall River School System represented by the American Federation of State County and Municipal Employees Council 93, Local 1118.
- M.G.L. Chapter 30A, Section 21(a)(3): To discuss strategy with respect to collective bargaining relative to ALL custodial employees of the Fall River School System

represented by American Federation of State County and Municipal Employees Council 93, Local 1118.

- M.G.L. Chapter 30A, Section 21(a)(3): To discuss strategy with respect to collective bargaining relative to ALL cafeteria employees of the Fall River School System represented by American Federation of State County and Municipal Employees Council 93, Local 1118.
- M.G.L. Chapter 30A, Section 21(a)(3): To discuss strategy with respect to collective bargaining relative to ALL school safety/security officers of the Fall River School System represented by American Federation of State County and Municipal Employees Council 93, Local 1118.
- M.G.L. Chapter 30A, Section 21(a)(3): To discuss strategy with respect to collective bargaining relative to ALL paraprofessional employees of the Fall River School System represented by the Fall River Federation of Paraprofessionals.
- M.G.L. Chapter 30A, Section 21(a)(3): To discuss strategy with respect to collective bargaining relative to ALL civil service clerical employees of the Fall River School System represented by The Fall River Department of Civil Service Clerical Employees Association.
- M.G.L. Chapter 30A, Section 21(a)(3): To discuss strategy with respect to collective bargaining relative to ALL government program employees, including without limitation paraprofessionals, parent workers, and clerks, of the Fall River School System that are paid from Federal/State Grants and represented by Fall River Public Schools Government Programs.
- M.G.L. Chapter 30A, Section 21(a)(2): To conduct strategy sessions in preparation for negotiations with non-union personnel and/or to conduct contract negotiations with non-union personnel including Jolene Smith, Human Resources Coordinator.
- M.G.L. Chapter 30A, Section 21(a)(7): To review and approve Executive Session Committee Minutes for the December 11, 2017 Regular Meeting of the Fall River School Committee.

Mayor Correia asked for a roll call to enter into executive session.

Mr. Aguiar: Yes	Mr. Khoury: Yes
Mr. Coogan: Yes	Mr. Martins: Absent
Mr. Costa: Yes	Mayor Correia: Yes
Mr. Hetzler: Yes	

Six were in favor None were opposed One was absent (Martins) Motion passed (7:53 p.m.)

At 9:43 p.m. the meeting reconvened. A roll call for attendance showed:

Mr. Aguiar: Present	Mr. Khoury: Present
Mr. Coogan: Present	Mr. Martins: Absent
Mr. Costa: Present	Mayor Correia: Absent
Mr. Hetzler: Present	

Regular Meeting: January 8, 2018

MOTION: Mr. Hetzler-Mr. Khoury: To approve the contract between the Fall River School Committee and Ms. Jolene Smith, Human Resources Coordinator.

No discussion

A roll call showed:

Mr. Aguiar: Yes	Mr. Khoury: Yes
Mr. Coogan: Yes	Mr. Martins: Absent
Mr. Costa: Yes	Mayor Correia: Absent
Mr. Hetzler: Yes	

Five were in favor None were opposed Two were absent (Martins and Mayor Correia) Motion passed

MOTION: Mr. Hetzler-Mr. Khoury: To approve the executive session minutes from the December 11, 2017 Regular Meeting of the Fall River School Committee.

No discussion

A roll call showed:

Mr. Aguiar: Yes	Mr. Khoury: Yes
Mr. Coogan: Yes	Mr. Martins: Absent
Mr. Costa: Yes	Mayor Correia: Absent
Mr. Hetzler: Yes	

Five were in favor None were opposed Two were absent (Martins and Mayor Correia) Motion passed

MOTION: Mr. Hetzler-Mr. Khoury: To adjourn.

No discussion

A roll call showed:

Mr. Aguiar: Yes	Mr. Khoury: Yes
Mr. Coogan: Yes	Mr. Martins: Absent
Mr. Costa: Yes	Mayor Correia: Absent
Mr. Hetzler: Yes	

Five were in favor None were opposed Two were absent (Martins and Mayor Correia)

Motion passed (9:44 PM)

Respectfully submitted,



Administrative Assistant

Documents Referred to:

- Superintendent's Report – Evaluation Mid-Year Update
- Superintendent's Report – FY19 Budget Priorities

Regular Meeting: January 8, 2018

- New Durfee Cost Estimate
- Minutes
 - Regular Meeting of the Fall River School Committee Minutes – 12/11/2017
- Travel Requests
 - Shape America Conference - Burlington, VT
 - Providence College vs. Seton Hall basketball game – Providence, RI
 - New England Open Cheer Competition – East Haven, CT
 - Mystic Aquarium
 - New York City
- Donations
 - MEDITECH
 - Fall River Fire Department & IAFF1314 union
 - Game Change
 - Dr. Edward Costar
 - United Neighbors of Fall River
 - Niagara Neighborhood Group
 - BayCoast Bank
 - Whitney Nielsen
- Contracts Memo
- Grants
 - FY18 231 Leading Educational Access Program Grant
 - FY18 400 Perkins Grant
 - FY18 323Q Strategic Support to Specific Underperforming Schools and Districts Grant
- Transportation Audit PowerPoint slides
- School Transportation Analysis
- Letter from Ken Pacheco re: two statements of interest
- Memo re: Student Delegate Agenda Item
- Memo re: Parent Information Center, Student Registration, and Student Assignment
- Year-to-Date Budget Report

ADA Coordinator: Gary P. Howayeck, Esq.- 508.324.2650

Please note: A videotape/DVD of this meeting is on file in the School Committee Office and is available for review by contacting the Administrative Assistant for the School Committee Services