

## OPERATIONS COMMITTEE MINUTES – MEETING OF OCTOBER 2, 2013

### In attendance:

Committee: Chairperson Ms. Kati Driban, Mr. Steve Adams, Alternate: Mr. Mark B. Miller

Administration: Dr. Joyce Mundy, Mr. Wayne Robinson, Mr. Christopher Berdnik

Public: Mr. Mario Murillo

### Call to Order:

Chairperson Ms. Driban called the meeting to order at 7:00 p.m. A motion was made by Mr. Miller and seconded by Ms. Driban to approve the minutes of August 28, 2013. **Motion carried 2-0-1.** Mr. Adams was unable to attend the previous Operations meeting and therefore abstained.

### Change Order – William Tennent High School

Mr. Ryan Brennen from Reynolds Construction received open claims regarding the electrical contractor for the construction project at William Tennent High School. Ryan has negotiated the claim down for the District. A resolution has been determined for the claim which includes items that were necessary in the classrooms. Each classroom requires a 24 volt receptacle to work the a/v equipment so that the speakers function properly. In addition, there were additional fees to disconnect the power to pull the equipment and additional electrical work to the fire pump. Mr. Brennen reports he negotiated down a large claim and dismissed many items. Philips is in agreement with the order. Ms Driban verified that Philips is in agreement. Mr. Adams doesn't see the attachment listing "final" agreement. Mr. Brennen stated that the final pay application provides the builder with a release of claims and liens. Mr. Miller made a motion to send the change order to the full Board for approval. The motion was seconded by Mr. Adams. **The motion carried 3-0.**

### Transportation Requests

A. Request by family for transportation outside District boundaries. Last year this request was approved by the Assistant Superintendent and did not go before the full Board for consideration. Last year, a bus carrying Davis students passed by and the student was dropped off out of District boundaries. This year, there is not a Davis bus passing the location. Mr. Miller confirmed the Board did not approve this stop previously. Mr. Miller asked Mr. Robinson if we drop off any students outside the District. Mr. Robinson reported no and stated that when the exception was approved last year, it was the first and only time in eleven years that such an exception was approved. **The motion failed 0-3.**

B. Request by family of students attending Nativity to move a bus stop from a consolidated stop to a stop closer to their home. Ms. Driban reminded the committee that the Board has maintained consolidated bus stops since they were created. Mr. Robinson mentioned that the consolidated bus stop is located within ¼ mile of the students' home. The bus stop is located in an enclosed neighborhood and the streets are not used as a short cut to avoid traffic. Ms. Driban requested information for the record that when a request is received, is the District confirming the distance to the bus stop from the student's home? Mr. Adams asked how many students are using the consolidated bus stop. Ms. Driban explained to Mr. Adams that consolidated stops are not from year to year. The purpose is to have consistency from year to year. The stops are created for the neighborhood, not for the family. Mr. Adams is ok with moving the bus stop since the two students are the only students at the bus stop. It doesn't seem to affect anything. Ms. Driban disagrees with Mr. Adams because the bus stop is used for every other school, whether it's public or non-public. She stated we need to stick to the policy, which is what the Board decided to do. Mr. Miller asked Mr.

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Robinson how many students are using the stop on any given day. Mr. Robinson reported 18 students use the stop ranging from 6:25 am – 8:18 am. Mr. Miller asked how many other elementary students use this stop. Mr. Robinson reported that six McDonald students and 5 non-public school students use the stop at different times. Mr. Miller asked if there are sidewalks in the neighborhood. Mr. Robinson said there are not sidewalks. Mr. Adams wants to be sure that moving the stop will not affect other families. Mr. Adams supports moving this item to the full Board and Mr. Miller seconds. Dr. Mundy requests clarification on this type of matter. She said she wants to make this easier, do what makes sense and what is better for children. Dr. Mundy stated that the District has received many similar requests so far this year and so far the District has been consistent in its response. The purpose of consolidated bus stops is so that we can be as consistent as possible. She would like a discussion. Mr. Miller stated that most consolidated bus stops are still in place and that administration didn't provide enough information for him to deny the request. Dr. Mundy wants to be clear moving forward and to be consistent. Mr. Adams stated that if more than one family was involved, he wouldn't make the recommendation to the Board and that this request still needs to go to the full Board and could be voted down then. Ms. Driban suggests making the Board members aware that in the absence of a safety issue, it should not be approved. **The motion passed 2-1** (Ms. Driban did not approve).

C. Parent of a Davis first grader is requesting transportation within the walking zone. The family resides in Dorchester Apartments, which falls within 1 mile of Davis Elementary School, which is in the walking zone for elementary school students. Sidewalks are present in a portion of the walking path to school. There is a total of nineteen students who are currently walkers to Davis Elementary from Dorchester Apartments. Our policy allows for bus transportation for elementary school students who reside outside of one mile. Mr. Miller requested information as to where the measurements are taken from. Mr. Robinson stated the measurements are taken at Willopenn and Altimari, but not to a door at each building. He also stated that the walking zones have been in place for many years and tend to be measured from a corner of the property at the residence to the closest edge of the school. Mr. Miller asked if the measurement could be taken again to be sure the distance is less than one mile. Mr. Miller also expressed a concern that he doesn't want to provide transportation for one part of the complex and not the other. He stated that if the measurement falls below one mile, then the Board would not pass the exception. Based upon the request for more information, **the motion passed 2-1** (Ms. Driban did not approve).

D. Parent of an Our Lady of Good Counsel kindergartener residing in the walking zone is requesting bus transportation. Mr. Robinson stated the District has received similar requests over the years, but they have not been supported. There are sidewalks present most of the way except for approximately 200 feet on Second Street Pike. The distance from the student's home to the closest bus stop is further than the distance from her home to school. **The motion failed 0-3.**

E. Parents from two families whose children attend St. Joseph St. Robert School are requesting a change to their childrens' bus stop location. Changes were made with routing to address vehicles running late. As part of the change, some students (including the students requesting the exception) changed buses. The parents are requesting a change in the bus stop location. The current bus stop falls within ¼ mile for elementary students, which is a requirement for consolidated bus stops. Sidewalks are present and the stop has been used for many years without any safety issues. Mr. Adams reported that adding an additional stop to the route would add time to the bus route. **The motion failed 0-3.**

\* As an addendum to item A., Mr. Mario Murillo asked for clarification regarding the possibility of a bus dropping his son off at his place of employment out of District boundaries. Mr.

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Murillo was under the impression that a Davis bus (#12) drives by the location each day. Mr. Robinson confirmed that a Davis bus does not travel along Bristol Road near his place of employment. The committee shared with Mr. Murillo that if a Davis bus does come back into the area, the family will be contacted with regard to reconsidering the request.

### Bid Award

Information regarding new playground equipment at McDonald was presented to the committee for consideration of moving the item to the full Board. Dr. Mundy stated that one of the requirements for the playground is that it duplicates the features of the playground at Davis Elementary. The bids came in and Snider and Associates provided the lowest bid. Mr. Miller asked if the District received more than one bid. Dr. Mundy stated that she was unsure but would check. Mr. Miller requested a complete set of results prior to consideration at the next Board meeting. **The motion passed 3-0.**

### Request for E-Cycling Event

Dr. Mundy explained that the E-Waste event is being presented to the committee for consideration. E-Waste Experts provided the community with an electronic recycling day in the spring and would like to return on November 16. Dr. Mundy explained that the company provided great assistance in the recent past when our schools needed to dispose of electronic equipment. Mr. Miller mentioned that the certificate of insurance needs to add Centennial School District as an additional insured. Ms. Driban noted that the general permit expires on October 21 and asks that administration ensures it is updated prior to the event. **The motion passed 3-0.**

### Inventory Tracker

Ms. Driban reported that the inventory tracking system is being used in the transportation department. She would like to know how it is being utilized, where we are with it and what we have in place. Mr. Robinson reported that approximately 2 ½ weeks ago, the parts room was set up and all parts were inventoried. It went very well. The transportation department was complimented by the employees cataloging the inventory because other companies seem to have a lot of excess inventory, but the transportation department seems to be just above where they should be. Mr. Robinson reported that the department is at full implementation and is very happy with the tracking system. Mr. Miller would like to see other departments using the tracking system throughout the District. Mr. Robinson said the tracking system doesn't seem to have an expiration date system, which wouldn't work for food service. Mr. Robinson feels it wouldn't be beneficial to tracking office supplies. The system is designed for being able to track individual parts, where they are used and what they are used for. Mr. Miller stated the food service application was a concern previously but we have been able to reduce the amount of inventory coming in, which has reduced spoilage in food service.

### McDonald Air Quality Testing

Dr. Mundy reports that the District checked the air quality twice. There are no concerns in terms of clean air and healthy levels at McDonald Elementary. Mr. Miller stated that the air quality in a few places (the nurse's office, the school office and a couple of classrooms) should be checked again with District equipment to ensure the levels weren't impacted by something going on that day in the building. Mr. Miller requests a recheck of those areas and a follow up report to the committee at its November meeting.

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Board Comments

Mr. Adams noted that the field at William Tennent that is located near the old driver's ed course has been used in the past by the field hockey team. The field hockey team no longer uses the field. It is a nice field with a fence and is well maintained. He would like administration to contact the township to see if the community soccer teams could use the field. Dr. Mundy will reach out to Mr. Keddie to have him contact Mr. Adams to follow up.

Ms. Driban reported that the next Operations Committee meeting would be held on Wednesday, November 6, 2013 at 7:00 p.m.

Ms. Driban adjourned the meeting at 8:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joyce A. Mundy".

Joyce A. Mundy, Ed.D.  
Superintendent of Schools  
Attachments