



**Excellence in Education**

## **MEMORANDUM**

**Date:** 03 May 2011

**To:** Board of Trustees

**From:** Tim Monds – Superintendent

**Originator:** Claire Jonsson, Associate Superintendent

**Resource Person** Brian Hauptman, Manager Student Transportation

**Subject:** **TRANSPORTATION INFORMATION REPORT 2010-2011**

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### **Recommendation**

That the Board of Trustees receives as information the Transportation Information Report, as presented at the Regular Meeting of 03 May 2011.

### **Background**

Parkland School Division operates one of the largest regional student transportation systems in the province. This means that we not only provide safe, effective and efficient transportation services to Parkland students, but also to other school divisions, which includes Evergreen Catholic, Wild Rose, Black Gold, Grande Yellowhead, St. Thomas Aquinas, and Edmonton Public. We also provide services to Living Waters Christian Academy, St. Matthew's, Bosco, Drayton Christian and Devon Christian, which are private schools. In total, 49 schools are served that are located within Parkland County, Spruce Grove, Stony Plain, Drayton Valley, Devon, Evansburg and Edmonton. The department is open from 7:00 AM to 5:00 PM during bus operational days. During this time, they will handle all facets of the operation including bus dispatch and all external and internal inquires related to transportation services and school attendance boundaries.

Administration would be pleased to respond to questions.

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# Transportation Information Report

## 2010 - 2011

### **Department Statistics**

- To provide transportation services we utilize cabs, parent-provided transportation and school buses ranging from 20 to 84 passengers.
- 161 buses
- 185 Bus Operators
- 33 Contractors
- 5.2 Office
- 9 Transfer Site Supervisors
- 8687 students transported 16,805 km/day

### **Route Changes**

- Throughout the year 158 routes were changed to accommodate students' needs or improve efficiencies.

### **Boundary Inquiries**

- The department receives approximately 80 inquiries per month.

### **Implementation of Digital Video Recording System**

- We have completed the implementation of all buses having digital video surveillance.

### **New Transportation Program**

- Part of our commitment to constant improvement is the involvement of a complete rewrite of the transportation routing software program. This will create significant improvements both to our internal and external audiences. Part of the enhancements will include access, by school, to relevant transportation and boundary information by students enrolled in their respective schools.

### **Additional Safety Equipment**

- Incandescent lights were replaced with a brighter and stronger flashing pattern LED light. These are located on the bus stop signs to alert motorists to stop when passengers are loading/unloading.

### **Bus Operators Safety Seminar**

- The department organizes an annual Safety Seminar for all Bus Operators. This year, 180 Bus Operators were familiarized with the 2-way radio and GPS system. To ensure wellness for our Bus Operators and appreciation for the work they do on a daily basis, Zandra Bell, a motivational speaker, was brought in.

### **First Aid Training**

- Eighteen Bus Operators participated in first aid training.

### **"S" Endorsement Training**

- Twenty-four Bus Operators completed this course, which consists of 20 hours of class instruction with a knowledge test after each series and a road evaluation.

### **"S" Endorsement Refresher**

- Eight Bus Operators completed this course, which consists of 10 hours of class instruction with a road evaluation.

### **Greystone Bus Terminal**

- The staging area for students was expanded to create a larger, less congested area for students.

### **First Ride Program**

- Prior to the commencement of the school year we offer this program, which is designed to teach new students and their parents all aspects of school bus safety procedures. It includes an actual school bus ride.
- 93 students and 106 parents participated in the program last year.

### **School Bus Roadeo**

- Each year Bus Operators participate in friendly competition to see who will represent us at the provincial roadeo. From there, the winner participates in the international roadeo that is held in various locations throughout North America.

### **School Bus Safety Program**

- During the school year, 3929 students from K-7 participated in class room presentations that included a school bus on site to participate in an actual rear door evacuation.

### **Emergency Bus Evacuations**

- Two times a year, rear and front door evacuations are performed to ensure all of our students are familiar with safely exiting a bus in an emergency situation.

## **Number of Collisions**

- All collisions are investigated, with a follow up written report filed. This is a summary of all seven categories. Please note in all the categories reported there were no injuries as all the incidents were at low impact speeds, ranging from things like bus mirrors clipping to rear end collisions.

### **2010-2011 School Year**

• Theft	0
• Incidents	1
• Vandalism	1
• Fire	0
• Number of Collisions Classified as Non-Preventable	14
• Number of Collisions Classified as Preventable	<u>16</u>

**Number of Reported Incidents** **32**

## **Transportation Council Meeting Stakeholder Participation**

- Transportation Council, which is comprised of Bus Operators and Contractors, meets once a month to discuss issues concerning transportation regulations, routing, bus operator concerns, new initiatives and participation in planning for events for Bus Operators. These events include the safety seminar and driver appreciation year end barbeque.

## **Communication**

- We relay information in the event of bus delays or cancellations. The web address for the site is [parklandtransport.ca](http://parklandtransport.ca). This information site is accessible for parents/guardians to be able to check, on a daily basis, the status of their child's bus routes, inclement weather policy, transportation fees and general information. The site also provides contractors and Bus Operators accessibility to forms and general information.
- A monthly newsletter is provided to our internal and external audience that has information for the current month in regards to important dates, general safety information and related transportation articles.

## **Bus Pass Sales**

- Bus passes are sold off-site at École Broxton Park School and Stony Plain Central School in August. After that, passes are available in the Transportation Department. To date, this school year, we have issued 6,149 passes to both urban and rural students.

## **Route Monitoring**

- As part of our constant commitment to safety, field monitoring is completed to ensure our safety standards are met and the approved routes are being followed.
- Total number of monitoring reports = 106

## **Parent Concerns**

- We responded to a total of one hundred and thirty six concerns that are tracked electronically and summarized and resolved under the following categories: Routing Concerns, Student Actions, Bus Operator Actions, Driving Errors, Bus Conditions, Procedures and Monitoring Reports

### **Safe Stop Assessments**

- During the year, sixty two safe stop assessments were conducted to ensure line of site and walk distance was in alignment with the board policies.
- Alberta Education has established the requirement of a route assessment on every route operated by the division. Every Bus Operator completed the form with a specific set of criteria to review the safe operation of their route. In turn, if there are any areas that have been identified of concern the department follows up with resolution.

### **Operating Regulation Booklet**

- Each year Bus Operators are provided with an updated booklet that covers off the latest information related to safe transportation services.

### **System Review**

- The transportation department has assisted in this project by providing pertinent demographic and school boundary information.

### **New Attendance Boundaries**

- Through our partnership arrangement for transportation services with Evergreen Catholic, we provide demographic analysis to assist in school attendance boundary development. Two new K-4 boundaries have been proposed for 2012 – 2013 school year.

### **Two-Way Radios and GPS**

- During the summer our current analog radio system was replaced with a digital system that will allow us to enhance our communication. A new feature provides for one on one private discussion with a Bus Operator while still having the ability for communication with other Bus Operators. All communications are tracked on a computer and locations of all routes can be called up to confirm the specific stop location time. This will allow future enhancements such as student ID tracking by route with the use of a card reader.