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The following items will be discussed at a virtual and/or in person meeting of the Standing Committee on Finance and Operations on Monday, August 15, 2022 at 5:00 p.m. in Room 410 at the Durkin Administration Building:

gb 0-33 - Mr. Foley/Mrs. Clancey/Ms. McCullough/Mr. Monfredo/Ms. Novick (January 8, 2020)

To include a standing item for "Transportation Update" at each Finance and Operations committee meeting with information provided regarding the problems facing student transportation and improvements experienced.

gb 2-92 - Clancey/McCullough/Johnson/Kamara/Mailman (March 8, 2022)

Request that the Administration provide quarterly reports regarding building maintenance to include timeframes on when work will begin and be concluded.

Committee Members

Tracy Novick, Chair
Jermoh Kamara, Vice-Chair
Susan Mailman

Administrative
Representatives
Brian Allen

OFFICE OF THE
CLERK OF THE SCHOOL COMMITTEE
WORCESTER PUBLIC SCHOOLS
20 IRVING STREET
WORCESTER, MA 01609

AGENDA #7

The Standing Committee on FINANCE AND OPERATIONS will hold a virtual and/or in-person meeting:

on: Monday, August 15, 2022
at: 5:00 p.m.
in: Room 410, Durkin Administration Building

ORDER OF BUSINESS

I. CALL TO ORDER

II. ROLL CALL

III. GENERAL BUSINESS

gb 9-355 - Miss McCullough/Miss Biancheria/Mr. Foley/Mr. Monfredo
(October 23, 2019)

Request that the Administration explore the feasibility of providing bus transportation to secondary students that live less than 2 miles from school.

gb 0-33 - Mr. Foley/Mrs. Clancey/Ms. McCullough/Mr. Monfredo/Ms. Novick
(January 8, 2020)

To include a standing item for "Transportation Update" at each Finance and Operations committee meeting with information provided regarding the problems facing student transportation and improvements experienced.

gb 1-44 - Ms. Novick/Mrs. Clancey/Mr. Foley/Ms. McCullough/Mr. Monfredo
(January 26, 2021)

Request administration propose for Committee consideration a priority list of facilities projects to improve the health and safety of school buildings using the new Elementary and Secondary School Emergency Relief Fund.

gb 1-101 - Mr. Foley (March 23, 2021)

To discuss the use of school buses operated solely on electric power either through acquisition, conversion or a combination of both.

gb 1-146.1 -Administration/Ms. Novick (June 8, 2021)

Response of the Administration to the motion to prepare a report on the cost for the entire district to be part of the Bridge for Resilient Youth in Transition (BRYT) Program and present that information at the Budget meeting in June.

gb 1-208 - Administration (July 30, 2021)

To review the status of the FY22 Budget and make appropriate transfers as required.

gb 1-302 - Administration (October 25, 2021)

To review the annual audit and agreed-upon procedures report on compliance and internal controls for the City of Worcester, including the Worcester Public Schools, which includes the Government Accountability Office (GAO) and the Office of Management and Budget (OMB) A-133 Reports and the Management Letter.

gb 1-303 - Administration (October 25, 2021)

To review the Independent Accountants' Report on Applying Agreed-Upon Procedures for the Department of Elementary and Secondary Education End of Year Financial Report.

gb 1-304 - Administration (October 25, 2021)

To review the Independent Accountant's Report on Applying Agreed Upon Procedures for Student Activity Fund Testing.

gb 2-23 - Ms. Novick/Ms. Clancey/Mr. Johnson/Ms. Kamara/Ms. Mailman (January 12, 2022)

To consider a pilot of provision of menstrual supplies at all secondary schools.

gb 2-25 - Ms. Novick/Ms. Clancey/Ms. Kamara (January 12, 2022)

To make provision within all WPS secondary schools of space for prayer during the day for those whose religious observance requires it; relatedly; to add to the student handbook notification to students and families that such provision will be made as needed.

gb 2-44 – Johnson/Clancey/Kamara/Mailman/McCullough/Novick (January 26, 2022)

Request that the Administration provide a pre and post Covid report regarding the timeliness and consistency of school bus routes to include:

- the number of bus drivers that are currently active and indicate how many are needed
- the number of bus drivers and monitors that are needed to be fully staffed and indicate the recruitment efforts being made and
- indicate what Human Resources is doing to help in this regard.

gb 2-61 - Mailman/Clancey/Johnson/Kamara/McCullough/Novick (February 7, 9 2022)

Request that the Administration, before further expansion of pre k programming in WPS, include local non-profit early education and care partners in order to incorporate lessons learned and to avoid pitfalls of 20 years ago.

gb 2-92 – Clancey/McCullough/Johnson/Kamara/Mailman (March 8, 2022)

Request that the Administration provide quarterly reports regarding building maintenance to include timeframes on when work will begin and be concluded.

gb 2-109 - Mailman (March 22, 2022)

Request that the Administration provide the following transportation updates regarding to After School and Out-of-school providers:

- restoration of pre-existing bus stops at sites for the Spring 2022
- exploration of summer bus support for summer school and
- include SY23 providers and future transportation planning

gb 2-117 - Novick (March 31, 2022)

To look at enrollment trends in individual schools in light of building capacity.

gb 2-122 - Mayor Petty (April 4, 2022)

To request an update on the Office of the Inspector General's findings on the January 24, 2022 Audit "Massachusetts Department of Elementary and Secondary Education's Administration of the Temporary Emergency Aid for Displaced Students Program."

gb 2-193 Mayor Petty (June 7, 2022)

To consider proposed improvements to the Foley Stadium complex.

gb 2-194 Novick June 8, 2022)

To review and update district transportation policies (EEA, EEAE, EEAEA, EEAEAC, EEAJ) to align with the Worcester Public Schools' method of providing transportation beginning in July 2022.

gb 2-202 - Mailman (July 11, 2022)

To facilitate with the city the removal of the city IT department from Worcester Tech to allow for expansion of Worcester Tech programming.

gb 2-205 - Johnson - (July 13, 2022)

Request that the Administration develop a districtwide process to ensure that students are not marked tardy in the event that buses are late.

(motion) gb 1-237 - Miss Biancheria (September 23, 2021)

Request that the Grant expenditures be sent to the Standing Committee on Finance and Operations for further discussion.

(motion) gb 1-285 - Ms. Novick, (December 2, 2021)

Request that the question of sustainable funding be forwarded to the Standing Committee on Finance and Operations to research other available sources.

(motion) gb #2-6 - Administration/Mayor Petty (January 4, 2022)

Request that the COVID and Transportation portions of the survey be referred to the Standing Committee on Finance and Operations.

COVID

Enforce social distancing, mask wearing and provide more sanitation areas along with make-up work guidelines.

Transportation

Expand the bus routes within the current two-mile radius.

(motion) gb 2-165 - Novick (June 2, 2022)

Request that the Harvard Graduate School of Education's report on the technology replacement cycle be referred to the Standing Committee on Finance Operations.

(motion) gb 2-165 - Novick (June 2, 2022)

Request that the Administration provide a report explaining how the solar panels benefit the Worcester Public Schools.

IV. ADJOURNMENT

Helen A. Friel, Ed.D.
Clerk of the School Committee

STANDING COMMITTEE: **FINANCE AND OPERATIONS**

DATE OF MEETING: Monday, August 15, 2022

ITEM: Mr. Foley/Mrs. Clancey/Ms. McCullough/Mr. Monfredo/Ms. Novick (January 8, 2020)

To include a standing item for "Transportation Update" at each Finance and Operations committee meeting with information provided regarding the problems facing student transportation and improvements experienced.

PRIOR ACTION:

1-16-20 - Referred to the Administration.

2-6-20 - SCHOOL COMMITTEE MEETING
aor #0-5 - Clerk
(January 29, 2020)

To consider approval of the Minutes of the School Committee Meeting of Thursday, January 16, 2020.

Mr. Foley made the following amendment to the minutes:

Request that referral for item gb #0-33 be referred to the Standing Committee on Finance and Operations instead of to the Administration.

On a voice vote, the amendment was approved.

4-12-21 - STANDING COMMITTEE ON FINANCE AND OPERATIONS

Mr. Allen stated that the Administration meets weekly with representatives from Durham School Services to discuss the number of drivers that are available to the Worcester Public Schools. The number of buses needed will be based upon the number of students choosing to return to school or remaining remote.

Ms. McCullough wondered what the options would be in the event of a shortage.

Mr. Allen offered potential options which included:

- subcontracting drivers from other companies
- moving tiered school times around
- reducing the number of students who may be eligible for transportation

BACKUP: (Consider with gb 2-44)

Annex A (3 pages) contains a copy of the Transportation update and the School Bus Replacement Schedule and Financial Plan.

PRIOR ACTION (continued)

- 4-12-21 - Mr. Allen stated that all WPS owned buses have been used every
(continued) day since the start of the school year.
Miss Biancheria made the following motion:
Request that the Administration provide weekly transportation updates to include information from the Durham meetings and the status of Durham bus drivers.
On a roll call of 3-0, the motion was approved.
Mr. Foley made the following motion:
Request that the Administration and School Committee work with the City Solicitor to produce a notice of Breach of Contract letter to be sent to Durham School Services highlighting the Breach of Contract reaffirming the Worcester Public Schools' legal and financial rights and raising the imperative nature of the May 3, 2021 return to school and the need to have the full allotment of bus drivers in place by that time.
On a roll call of 2-1 (nay Miss Biancheria), the motion was approved.
On a roll call of 3-0, the item was held for additional updates.
- 4-15-21 - SCHOOL COMMITTEE MEETING - The School Committee approved the actions of the Standing Committee as amended.
Mr. Foley made the following motion:
Request that the Administration and School Committee work with the City Solicitor to produce a notice of Breach of Contract letter to be sent to Durham School Services highlighting the Breach of Contract reaffirming the Worcester Public Schools' legal and financial rights and raising the imperative nature of the May 3, 2021 return to school and the need to have the full allotment of bus drivers in place by that time.
On a roll call of 5-2 (nays Miss Biancheria and Mr. Monfredo), the motion was approved:
Mr. Foley requested a vote to reconsider the motion.
On a roll call of 2-5 (yeas Miss Biancheria and Mr. Monfredo), the motion for reconsideration was defeated.
- 10-26-21 - STANDING COMMITTEE ON FINANCE AND OPERATIONS
(Considered with gb #1-110)
Mr. Allen stated that there are drivers in training that are interested in 7D training. The Administration is discussing with AA transportation the continued use of their vans that were being used by the National Guard. This will allow the Worcester Public School's bus drivers to continue to drive the same routes as the National Guards.
Mr. Foley made the following motion:
Request that gb 1-110 be filed and that gb 0-33 be held.
On a roll call of 2-1 (absent Miss Biancheria), the motion was approved.
- 11-18-21 - SCHOOL COMMITTEE MEETING - The School Committee on a roll call of 6-1 (nay Miss Biancheria), approved the actions of the Standing Committee as stated.

PRIOR ACTION (continued)

11-30-21 - STANDING COMMITTEE ON FINANCE AND OPERATIONS

Mr. Allen provided information on the following:

- bus driver recruitment
- procurement of vehicles
- other updates

Bus Driver Recruitment

As of November 23, 2021, there were 27 people actively in training. Seven out of the 27 people in training acquired their 7D van license. These seven people are currently driving the bus routes that the National Guards had previously driven. The Commonwealth is conducting another 7D training class on December 4, 2021. Mr. Allen stated that updates will be provided at the December Standing Committee meeting.

Procurement of Vehicles

The district has awarded the bid of school buses as follows:

	<u>Vehicle Cost</u>	<u>Total Cost</u>
100 Type C Big Buses	\$99,580	\$9,958,000
38 Type A Mid-Size Bus	\$80,110	\$3,044,180
27 Type A Wheelchair Bus	\$84,030	<u>\$2,268,810</u>
Total Bid Award		\$15,270,990

Mr. Allen stated that the delivery of the vehicles is expected by June 1, 2022 and that the total bid was \$1,229,010 less than the amount included in the ESSER III application. He proposed that the ESSER savings could be used:

- to purchase additional school buses scheduled for regular replacement during the ESSER grant timeframe
- to purchase additional vehicles that may need to be expanded due to the possible change in walking radius or school start times.
- to apply the savings towards a higher capacity 7D van or
- for other district ESSER-eligible initiatives

Other Updates

- The recently signed Infrastructure Investment and Jobs Act will provide \$2.5 billion for new zero-emissions or electric school bus purchases and \$2.5 billion for low-emissions school buses. The Administration will explore the eligibility of applying for these funds for future school bus purchases.
- The Administration is exploring the feasibility of having a dedicated fuel location for up to 335 vehicles at or near the 115 Northeast Cutoff location.
- The Administration will provide the School Committee a 15-year vehicle replacement plan for all existing and newly purchased vehicles which will help to make informed decisions on future budgets and vehicle purchases.
- The Administration is preparing bid specifications for the purchase of 7D vans, which were approved in the ESSER III grant, and is expected to begin service for late FY23 or the FY24 school year.

PRIOR ACTION (continued)

- 11-30-21 - Mr. Foley asked how long the training takes before a person gets their CDL license.
Mr. Allen stated that due to the fact that the School Committee has approved the additional training Job Descriptions, it will help accelerate the training process.
Mr. Hennessey stated that in order to obtain a CDL license, a person has to have 28 hours of classroom time and 32 hours behind the wheel. Once a person receives their CDL learner's permit, he/she can start receiving their 32 training hours on the road.
Ms. Novick suggested that information regarding bus driver recruitment and the free training opportunities be placed on the Worcester Public Schools' social media platforms.
Mr. Foley made the following motion:
Request that the item be held.

On a roll call of 3-0, the motion was approved.

- 12-16-21 - SCHOOL COMMITTEE MEETING - The School Committee approved the action of the Standing Committee as stated.

- 2-9-22 - STANDING COMMITTEE ON FINANCE AND OPERATIONS

Mr. Allen provided information on the following:

- bus driver hiring and recruitment
- other support staff
- status of positions added
- positions to be added for FY23
- school bus vehicle procurement

Bus Driver Recruitment

As of January 28, 2022, the Worcester Public Schools has 36 people actively in training:

- 31 through MassHire / Night Life Program
- 2 Driver referrals
- 2 WPS Bus Monitor (1 through the Mass Hire/Night Life Program)
- 1 from the Civil Service List

Of these 36 people in training, 12 have also been trained and possess 7D van licenses and have been hired by the Worcester Public Schools, and have taken over the routes previously operated by National Guard drivers during October 2021. (The district is leasing 7D vans from AA Transportation for the remainder of the year).

Other Support Staff

The District-Operated Transportation Cost Analysis Report assumed four additional mechanics, one operations supervisor, one transportation liaison, and one Human Resources liaison. Additional supervisory trainers have recently been approved to enhance school, parent, and student customer experience.

Status of Positions Added

- Human Resources Liaison (to be called Transportation Personnel Supervisor): *The position is still open, and the Administration is currently accepting applications.*

PRIOR ACTION (continued)

2-9-22 (continued)

- Transportation Systems Coordinator: *The position is in the interview process.*
- Transportation Safety and Training Liaison (3): *Two of the positions have been filled with February start dates. The remaining position is still open, and the Administration is currently accepting applications*
- Transportation Safety Supervisor: *This position has been filled with a February startdate.*

Positions to be added for FY23:

- Four Mechanics
- Operations Supervisor
- Transportation Liaison

Procurement of Vehicles

The district has awarded the bid of school buses as follows:

	<u>Vehicle Cost</u>	<u>Total Cost</u>
100 Type C Big Buses	\$99,580	\$9,958,000
38 Type A Mid-Size Bus	\$80,110	\$3,044,180
27 Type A Wheelchair Bus	\$84,030	<u>\$2,268,810</u>
Total Bid Award		\$15,270,990

School Committee Member Mailman asked if the Durham bus drivers have been offered positions to drive for the WPS.

Mr. Allen stated that he will provide an update at the next meeting regarding the civil service process of hiring bus drivers and 15 year replacement plan for all vehicles.

Vice-chair Kamara asked for an update on the MyStop App.

Mr. Freeman stated that the tablets were ordered and will arrive before the start of the next school year. The MyStop App will run off of the tablets and has the capability of tracking all the routes. Individuals will be able to download the App to their Androids or iPhones.

Chair Novick made the following motion:

Request that the item be held.

On a roll call of 3-0, the motion was approved.

3-17-22 - SCHOOL COMMITTEE MEETING - The School Committee on a roll call of 7-0, approved the action of the Standing Committee as stated.

4-11-22 - STANDING COMMITTEE ON FINANCE AND OPERATIONS

Chair O'Connell-Novick opened the meeting by stating that the members of the Finance and Operations Standing Committee toured the Worcester Public Schools' Transportation Facility.

In the report Mr. Allen stated that the Durham bus driver availability continues to be approximately the same with thirty drivers fewer than what was contracted at the beginning of the year. The WPS has thirty-four people in training with thirty of them coming from the MassHire Night Life Program.

PRIOR ACTION (continued)

- 4-11-22 - (continued) The Information Technology Transportation Systems Coordinator is the only unfilled position. The FY23 Budget will reflect the addition along with four mechanics, a Transportation Personnel Supervisor and a Transportation Safety and Training Liaison.
- Mr. Allen stated that all the busses are on order and provisions have been made within the contract for purchase of those busses and the supplemental lease of busses if any or all of the busses are not available for the first day of school. That is the result of supply chain issues that are happening across the country.
- The contract with the dealer allows for accessing vehicles from their fleet as soon as June 1st. The district is working on a plan to make those vehicles accessible by May 1st.
- The new Transportation Human Resources Coordinator will be working closely with the WPS Human Resources Department and the Chief Diversity Officer to continue the trend of diversity hiring within the department.
- Mr. Allen stated that it would be beneficial to have the approval of the positions prior to the start of the school year, knowing that it will take time to go through the posting process.
- Chair O'Connell-Novick made the following motion:
Request that School Committee approve the hiring process for the following additional transportation positions:
- Four Mechanics
 - Operations Supervisor
 - Transportation Liaison and
 - whatever else the Transportation Department feels necessary to be prepared for the beginning of fiscal year 23.
- On a roll call of 3-0, the motion was approved.
- 5-5-22 - SCHOOL COMMITTEE MEETING
- The School Committee approved the action of the Standing Committee as amended:
- Ms. Novick asked Mr. Allen if the Worcester Public Schools are competitive in regards to wages to attract drivers.
- Mr. Allen stated that 28 drivers were offered positions during a civil service hiring event. The Administration has been looking at the local trends regarding the competitive pay rates for drivers and found that other districts are making adjustments to their rates. Therefore, he suggested that discussions take place in Executive Session regarding adjustments to increase the hourly rate for the Worcester Public School bus drivers.
- Chair O'Connell-Novick made the following motion:
Request that School Committee approve the hiring process for the following additional transportation positions:
- Four Mechanics
 - Operations Supervisor
 - Transportation Liaison and
 - whatever else the Transportation Department feels necessary to be prepared for the beginning of fiscal year 23.
- On a roll call of 7-0, the motion was approved.

PRIOR ACTION (continued)

5-11-22 - STANDING COMMITTEE ON FINANCE AND OPERATIONS
(consider with 2-44)

Mr. Allen provided the monthly update which remained consistent and included 36-38 drivers and 8 more potential drivers are enrolled in the MassHire program. He stated that approximately 20 Durham bus drivers have applied for positions. A hiring event was held last Thursday and the district is issuing hiring letters to 28 drivers. By June 1st the district will be receiving leased busses in preparation for summer school. He also stated that the Transportation Department has been invited to Tulsa, Oklahoma to view the busses being built.

A vehicle replacement cycle was provided in the backup which outlined future costs that may be incurred through the 2037 school year. ESSER funds were used in 2022 for the purchase of the busses, but by FY33 future Administrations will need to go back into the budget for vehicle replacement.

Chair O'Connell Novick asked for an update on the MyStop app.

Mr. Allen stated that a video is being created in multiple languages to include a step by step process.

Mr. Freeman stated that the department is also creating flyers in multiple languages on the process of accessing the MyStop app and that office staff will be available to provide assistance.

On a roll call of 3-0, the item was held for monthly reports.

6-2-22 - SCHOOL COMMITTEE MEETING

The School Committee approved the action of the Standing Committee as stated.

6-9-22 - STANDING COMMITTEE MEETING

Mr. Allen provided the monthly update on the Durham school bus driver availability, bus driver hiring status, vehicle procurement and other issues pertaining to the move towards district operated transportation. He stated that June is the last month to report on the Durham driver availability. As of June 1, 2022, 22 midsize bus driver job offers have been sent to candidates, 8 candidates have gone through the driver training program and have been hired. Job offers have been sent to:

- 14 midsize bus drivers currently working for Durham School Service.
- 6 full-size bus drivers
- 23 bus monitors

There are 32 drivers in training and a new nightlife class with 5 participants started on Tuesday, May 31, 2022.

The district will lease 35 full-size, 10 midsize, and 10 midsize wheelchair busses for summer school from DATTCO, Inc. Any additional buses needed in advance of the delivery of new school buses will be leased by DATTCO, Inc. The new school busses are expected to be delivered in time for the start of school and the mid-sized and wheelchair busses will be delivered by the fall.

PRIOR ACTION (continued)

- 6-9-22 - The district's plan for a dedicated fueling location is being designed, but due to supply chain issues, it is not expected to be completed until 2023. Chair O'Connell Novick asked for an update on the MyStop app. Mr. Allen stated that the MyStop introductory brochure will be inserted into the envelop with the final report card. This brochure will also include the web site address and a QR code for them to download it to their phone. A link will be placed on the districts website with detailed instructions of how to download the MyStop app and how to claim your child/ren on the app. Mr. Freeman stated the brochure was sent out for translation and is expected to be back by June 13th or 14th. He also stated that there was a job fair at the DCU Center where 14 individuals signed up for bus driver training. There will be another drivers class during the summer and the Administration is still working with MassHire to set up additional classes. On a roll call of 2-0-1 (absent Ms. Mailman), the item was held for monthly reports.
- 6-16-22 - SCHOOL COMMITTEE MEETING
The School Committee approved the action of the Standing Committee as stated.
- 7-11-22 - STANDING COMMITTEE ON FINANCE AND OPERATIONS
(Considered with gb 2-44 and gb 2-109.)
Mr. Allen provided an update on the status of the operations for district transportation. Since the transportation contract was approved by the School Committee on June 25, 2022, the district has hired nine drivers from Durham, MassHire and from other vendors. There are thirty-three drivers that have received hiring letters and four additional drivers ready to be tested next week and four in training. The district is in the process of contacting drivers that were employed by Durham last year to inquire as to their interest in working for WPS. There are one hundred and one planned full size routes next year. At the end of the school year the number of routes was sixty-four which included the district's fourteen drivers and the number of drivers from Durham. Contingency plans are in place for strategically doubling up routes as opposed to previous years and the level of service will be better due to the district's availability of knowing where the buses are. Communication regarding the routes will improve as well. The current fueling at DPW on Albany Street is not a long term solution due to the number of vehicles, so the district will have its own dedicated fueling location. Based on information received last week, it could possibly be fully operational within twenty weeks. Mr. Allen explained that he and others met with the providers in April stating that the district was back to its normal mode of transportation for students that were attending after school and out of school programs. The district will be meeting with the representatives again in late summer.

PRIOR ACTION (continued)

- 7-11-22 - Tina Mansfield asked for an update on the MyStop app and inquired as to the potential misuse of the app and asked when the drivers be trained on the app. Mr. Allen responded that parents and students can only see their individual bus, not the whole fleet of buses. He stated that he spoke with the district's labor council and a meeting will be scheduled with EAW. Ms. Mansfield also asked if employees are allowed to have a voice regarding the proposed policy changes. Chair O'Connell Novick responded that the proposed changes include the removal of all references regarding contractors and content that is already contained in the Student Handbook. John Cullen asked what the impact on athletic charters would be for the drivers. Mr. Allen stated the intent is to use the district's drivers without using contracted services. Chair O'Connell Novick asked for an update on the coverage for summer school drivers. Mr. Hennessey stated that the district is short on monitors but recruiting is ongoing. On a voice vote, the items were held for updates in August.
- 7-21-22 - SCHOOL COMMITTEE MEETING – The School Committee approved the action as stated.

WORCESTER PUBLIC SCHOOLS
 STUDENT TRANSPORTATION MONTHLY UPDATE
 AUGUST 2022

Bus Driver Hiring and Recruitment

As of August 9, 2022, the staffing plans for the next school year:

	Full-Size Bus Drivers	Mid-Size Bus Driver	Bus Monitors
WPS Employees	14	42	38
From Durham	21	29	34
From Mass Hire	7	9	0
From Other	2	1	14
*Drivers in the Hiring Process	30	14	10
Total Employees (or in Process)	74	95	96
Total Planned Routes	101	95	95
The gap between Planned Routes	27	0	-1
Budgeted Positions	118	112	112
The gap between Budgeted Positions	44	17	16

Drivers in Training

Permitted Drivers	16
Trainees working on Permits	<u>18</u>
	34

School Bus Vehicle Procurement

Current Vehicle Fleet	Full-Size Bus	Mid Size Bus
WPS Buses	17	63
Leased Buses	49	38
New Buses	<u>1</u>	<u>0</u>
Total Vehicles as of 7/6/22	67	101

STANDING COMMITTEE: **FINANCE AND OPERATIONS**

DATE OF MEETING: Monday, August 15, 2022

ITEM: Clancey (March 8, 2022)

Request that the Administration provide monthly reports regarding building maintenance to include timeframes on when work will begin and be concluded.

PRIOR ACTION:

- 3-17-22 - Member Clancey amended the item to read "quarterly" instead of "monthly".
It was moved and voice voted to refer the item to the Standing Committee on Finance and Operations as amended.
- 5-11-22 - STANDING COMMITTEE ON FINANCE AND OPERATIONS
Member Kamara asked for an update on the maintenance issues at Worcester East Middle School. Mr. Allen stated that MSBA rejected the request to repair the windows at WEMS.
On a roll call of 3-0, the item was held for the next quarterly report.
- 6-2-22 - SCHOOL COMMITTEE MEETING
The School Committee approved the action of the Standing Committee as stated.

BACKUP:

Annex A (2 pages) contains a copy of the Quarterly Maintenance Update.

**Facilities Management Department
School Committee – Quarterly Maintenance Update (2022-2023 – Q1)**

CUSTODIAL SERVICES

- The Custodial Services team has been finalizing the summer cleaning of the buildings to prepare for the opening of school. Tasks are being prioritized based on staffing shortages, and supervisors are working with the team to provide needed supplies and overtime to complete summer cleaning.
- The grounds crew is now preparing the fields for the start of fall sports.
- Custodial shortages continue and ongoing interviewing & hiring is occurring based on the limited applicants we are seeing.

MAINTENANCE SERVICES

- Maintenance Services continues to work on the work orders at the various schools. Work orders are being prioritized to support the opening of school.
- Lead time on parts and materials continues to be a challenge.

CONTRACTED SERVICES

- Contracted Services continue to be engaged to augment the work of the Maintenance Services group. We are working with various companies on grease trap cleaning, fire extinguisher inspections, kitchen hood cleaning and inspections, playground inspections, and various other work to prepare for the start of school.
- Contracted Services work has been ongoing throughout the summer to prepare for the upcoming school year.

ENVIRONMENTAL

- Drinking water sampling was completed in May, and the process of turning on/off fixtures & placing signage (based on sampling results) will be completed during the week of August 14th. Communication with schools and necessary departments (Nutrition, Nursing, etc.) to follow thereafter.
- Quarterly OTO inspections scheduled at Burncoat & Doherty.
- Continued AHERA activities (scheduling of 3-year inspections, etc.) are ongoing.
- Compliance support & guidance for the Transportation Department is ongoing.

CAPITAL PROJECTS

- **Belmont Street Boiler Replacement** – Contract awarded; awaiting material delivery.
- **Burncoat High/Middle DHW Tank(s) Replacement** – Purchasing and the contracted engineer are preparing the final bid documents.

- **Burncoat High Gym Bleacher Replacement** – Design underway; bid documents under development.
- **Burncoat High – NEASC Response** - Firms being engaged for required studies.
- **Burncoat High Window Blinds Installation** – Firm engaged; blinds in production.
Chandler Magnet Boiler Replacement – Contract awarded; awaiting material delivery.
- **City View Boiler Replacement** – Contract awarded; awaiting material delivery.
- **Claremont Locker Repairs** – Firm engaged; awaiting scheduling.
- **Elm Park Gym Floor Replacement** – Contract awarded; demo starting shortly and we’re awaiting material delivery for replacement.
- **Goddard Boiler Replacement** – Contract awarded; awaiting material delivery.
- **Greendale Parking Lot Replacement** – Complete.
- **Norrback Walk-In Replacement** – Architectural firm on-board and working on the construction drawings and specifications. Schedule to be determined.
- **Vernon Hill Boiler Replacement** – Engineering firm on-board and working on the construction drawings and specifications. Schedule to be determined.
- **West Tatnuck Fire Alarm Replacement** – Contract has been awarded and work is currently underway.