

**CRANSTON SCHOOL COMMITTEE SPECIAL PUBLIC WORK SESSION
WEDNESDAY, MARCH 27, 2013
BAIN MIDDLE SCHOOL
135 GANSETT AVENUE, CRANSTON, RI 02910
PUBLIC WORK SESSION 6:30 P.M.**

MINUTES

This meeting of the Cranston School Committee was held on the above date with the following members present: Acting Chairperson McFarland, Mrs. Ruggieri, Mr. Gale and Mr. Colford. (Ms. Iannazzi, Mr. Traficante and Mrs. Culhane were absent). Attorney Ben Scungio was present. Joel Zisseron, Director of Transportation was also in attendance.

The meeting was called to order at 6:40 p.m.

The roll was called; a quorum was present.

Public Work Session

A. Discussion of the RFP for Transportation

Mr. Colford stated – page 5 – date for the RFP to go out and come back needs to be added. Suggested time frame – July 2013 for the RFP to go out; issue the bid in December for the September 2014/2015 school year.

Mrs. Ruggieri stated – page 12, #3 - age of buses that we would accept.

Suggested age of buses – no older than seven years; 2007 or newer.

Storage of buses – page 13 – Housing. The buses will be housed in Cranston only.

Management Staff and Communications – page 13. We need to clearly delineate what we think we need for management staff.

Mr. Zisseron was of the opinion that you would need a director of transportation, and one secretary to deal with the public in the plant office where the plant secretary also deals with the public. Also, you would need someone at the garage to oversee the scheduling of the mechanics and bus drivers.

An organization chart with job descriptions of any positions we fill are also needed from the successful bidder.

Communications – the contractor shall have a dedicated line, fax machine and email capabilities dedicated to Cranston Public Schools.

Emergency Contact – page 14 – that language is good.

Mr. Colford stated – page 15 - #2 – change the year to 2014-2015.

Mr. Zisseron suggested – pages 15 - #2 – add - changes to runs or routes will only be changed with the approval of the school department.

Page 15 – Drivers – wording needs to be added – hire our own school bus drivers.

Adjourn Public Work Session

A motion to adjourn was made by Mr. Gale; seconded by Mrs. Ruggieri. All were in favor. The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Paula McFarland

Acting Chairperson