

School Start Time Ad Hoc Committee Special Meeting
Minutes

Date: October 5, 2017

Place: Havemeyer Board Room

Present:

Members: Dr. Gaetane Francis, Chair
Ms. Debbie Appelbaum
Ms. Barbara O'Neill

Others: Dr. Jill Gildea, Superintendent
Dr. Ann Carabillo, Deputy Superintendent
Ms. Irene Parisi, Assistant Superintendent for CIPL
Mr. Phil Dunn, Chief Information Officer
Ms. Lorianne O'Donnell, Chief Operating Officer
Ms. Kim Eves, Director of Communications
Dr. Christopher Winters, Headmaster GHS
Mr. Gus Lindine, GHS director of athletics
Mr. Mike Archer, School Bus Company
Mr. Tom Platt (via phone), School Bus Company
Ms. Laura Erickson, Board Member
Mr. Peter Sherr, Board Member
Ms. Vicki Gregg, Transportation Director

The meeting was called to order at 12:30 pm

1. The agenda was approved 3-0
2. The minutes from the 9/14/17 meetings were approved 3-0
3. Status and updates related to SST including:

a. Transportation

Discussion started with SBC presenting rates for on-time arrivals, overcrowding, initial sense of ridership and plans to change some stops and routes to address as well as add 3 additional buses. Concerns regarding independent school buses also discussed. Ongoing work needed. Data collection at about 2 months when it is hoped we will be at steady state.

b. Athletics

Gus Lindine current transportation, timing, early dismissals and other athletic issues. Some difficulties were anticipated others unexpected. Short term and long term solutions being evaluated. Need to better understand STA contract and try to ensure they are meeting their responsibilities.

c. Communications

Kim Eves started a discussion of current plans and thoughts with regards to communications. The discussion involved trying to determine what the group

felt would be best ways to communicate to the general community as well as to more specific stakeholders. Consideration was also given to the level and frequency of dissemination of information as well as the best source (district, headmaster/principal, coach).

4. Other

There was some discussion of what metrics should be used to follow progress of implementation as well as impact of change. While a list of metrics was outlined in the pre-implementation “punch-list”, it is not clear if this is the appropriate list to allow the Board to evaluate and make any future decisions regarding changes in bell times. Timing of data collection and evaluation discussed, some data collection timing already determined (sleep study), transportation evaluation needs to wait until iterative changes have had time to settle, other surveys to be developed and then data to be collected.

5. Adjourn

- a. Next meeting 10-19.
- b. Meeting adjourned 3-0.

Submitted
Gaetane Francis