



Mountain View Whisman School District

Pupil Transportation
Program Study
Assessment

*Board of Trustees
Presentation*

January 26, 2023



Mountain View Whisman School District

Pupil Transportation Information, PTI

Study Background

In October 2022, the Mountain View Whisman School District entered into an agreement with Pupil Transportation Information (PTI) to perform a full scope review of their Transportation Program with particular focus on the potential to provide transportation for their “choice” schools, and to generate a Study Assessment Report.

The Scope of Study directed PTI to perform an evaluation of all critical aspects of the district's transportation services. The highlights of our Findings and Recommendations are articulated in the report sections that are as follows:

Pupil Transportation Information, PTI

Study Report Sections

1. Transportation Funding and Finance
2. Routing and Scheduling
3. Staffing
4. Vehicle Maintenance, Fleet and Facilities
5. Driver Training and Safety
6. Technology

TRANSPORTATION FUNDING & FINANCE

- The district has been receiving \$482,515 in State support for pupil transportation and will be receiving more in the future.
- Approximately 109 students are transported with approximately 57 general education students, 10 homeless students, and 42 special education students. 8 students are transported by either the JPA or a ride-share company.
- Drivers have recently been guaranteed 8 hours per day. This is beneficial for school bus driver retention. Driver's routes are not this long, so they must be assigned other tasks to fill the remaining hours per day.
- The district does not operate fuel tanks on its property, but utilizes external fuel suppliers.
- Bus maintenance is performed by an external, for-profit vehicle maintenance firm. They perform good service for the district and their charges appear relatively reasonable.

RECOMMENDATIONS| TRANSPORTATION FUNDING & FINANCE

- Evaluate each alternative special education transportation service provider to determine if the district can provide the service less expensively.
- Regularly evaluate the field trip rates for schools to ensure they sufficiently recover operating costs.
- Ensure that drivers are assigned other duties to fill an eight-hour work day.
- Contact Robinson Oil and Valley Oil regarding improperly charged fuel excise taxes.

ROUTING & SCHEDULING

- AR 3541 identifies that transportation will be provided for students who live more than a mile from their school. Some students live further, but no service is offered.
- The district provides one general education bus route for students residing at Moffett, one bus route for homeless students and four bus routes for special education students. There are eight other students transported either by the Silicon Valley JPA or a ride-share company.
- Special ed transportation could be provided on a non-school bus van that would not require a school bus driver.
- The department has a computerized routing system that was purchased primarily to operate a bus pass system and assist with knowing which students are on each bus and communicating with parents when buses are late.
- Bell times separation could enhance bus efficiency.
- Parent volunteers occasionally drive field trips.
- Special ed routes are limited re: ride times.
- Choice school transportation discussion.

RECOMMENDATIONS ROUTING & SCHEDULING

- Revise AR 3541 to specifically articulate all transportation ineligible zones and further define how this is measured.
- Evaluate service to McKinney-Vento students that live in attendance area of their schools.
- Consider separating bell times to create greater transportation efficiency.
- Parent volunteer drivers should be enrolled in the DMV-EPN program.
- Evaluate the ride-time limitation practice for special education students to increase bus efficiency.
- Consider using non-school bus vehicles.
- Evaluate various options for choice schools service

STAFFING

- The MOT Director's office is physically separated from the transportation department. Transportation department should have a supervisor or coordinator with supervisory responsibilities.
- There are no substitute school bus drivers. The district should consider training other part-time district employees or other district employees to be available to sub on bus routes.
- The current dispatcher is also a State Certified School Bus Driver Instructor. She likely will be retiring in a few years. The district should consider succession planning for this critical task.

RECOMMENDATIONS STAFFING

- Consider creating a transportation supervisor or coordinator position with supervisory responsibility.
- Consider training other district employees to be substitute school bus drivers.
- Consider succession planning for the driver instructor role in the department.

VEHICLE MAINTENANCE FLEET & FACILITIES

- CHP Terminal inspections indicate occasional unsatisfactory grades.
- Required bus 45-day inspections are conducted regularly and prior to expiration.
- There is not, however, a comprehensive bus preventive maintenance program.
- The district has been utilizing a local vehicle maintenance shop to perform bus maintenance. Although cost is relatively reasonable, the district may wish to have another option. ABC bus is a local company that performs all bus maintenance for Google and their Google shop is at Moffett Field.
- The bus facility was condensed when the new auditorium was constructed. Bus parking is tight, Observed bus washing is problematic. There is no fuel on site.

RECOMMENDATIONS VEHICLE MAINTENANCE- FLEET & FACILITIES

- Develop and institute a comprehensive bus preventive maintenance program.
- Explore the possibility of contracting for bus maintenance with ABC Companies.
- Ensure contaminated wastewater does not enter the storm drain at the bus yard.
- Plan for a more adequate pupil transportation facility with the district's planned enrollment growth.

DRIVER TRAINING & SAFETY

- School bus driver training is highly regulated.
- School bus drivers are commercial drivers and must be enrolled in the DMV-EPN program. The district should also enroll other district employees who drive district vehicles.
- The district is generally compliant with a list of laws and regulations that govern school transportation, but must update the Transportation Safety Plan.
- School bus drivers who transport special education students should receive specialized training relative to these students, their disabilities and how to mitigate behaviors on a school bus.

RECOMMENDATIONS DRIVER TRAINING & SAFETY

- Ensure any district employees who drive district vehicles are enrolled in the DMV-EPN program.
- Develop a legally compliant Transportation Safety Plan and include child check procedures.
- Develop customized special education training for school bus drivers and aides.

TECHNOLOGY

- The department purchases a very robust pupil transportation software with multiple modules. The intended need was for student tracking and parent notification, however, there are many other functions this software can perform. It must be supported to be successful.
- Not all of the software programs the district owns and operates are functioning to their full capacity.
- School Bus Logistics is a company that can assist the district in a variety of areas relative to technology.

RECOMMENDATIONS TECHNOLOGY

- Ensure collaboration with the district's IT department to assist the transportation department with the implementation of Transfinder software.
- Ensure the users of Transfinder have adequate training. Provide clerical support if necessary.
- Consider contracting with School Bus Logistics for Transfinder training or modeling "choice" school transportation.



QUESTIONS and DISCUSSION

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