

March 2019

### Midway Transportation Program

- Midway provides vehicles, drivers and a budget for supplies/parts.
- Midway will set up and schedule all bus routes and extra-curricular/field trip activities.
- Make sure buses are fueled up and ready for extra-curricular trips and field trips.
- Most drivers take their buses home so they take care of the pre-trip inspections.
- Midway currently runs 5 bus routes, 4 with full-sized buses and 1 with a 14-passenger bus. We are hoping to eliminate 1 full-sized bus route next year. We also have summer school routes during 6 weeks of the summer.
  
- Want to “outsource”:
  - Regular maintenance and record keeping on all vehicles/equipment (e.g.: oil changes, tire rotations, preparations for different seasons).
    - Midway currently has 7 full-sized buses, 2 14-passenger buses, a Chevy Uplander van, a Chevy Suburban, a Ford Taurus, 1 John Deere 1545 riding lawn mower, 1 pickup and 1 tractor.
  - Other repairs as reported by drivers or notices during regular maintenance.
    - This is recognizing that certain repairs can only be done by a mechanic certified for that engine. In cases when a vehicle needs to be transported to such a mechanic, Midway can help with that if needed.
  - Preparation of vehicles for annual inspections
    - These are currently done by the State Patrol before school starts. We’ve been told that they are trying to get rid of that responsibility so we don’t know what will be done with this in the future.
  - Monitor fuel tanks and order gas/diesel fuel as needed. General the company we deal with monitors and fills the tanks as needed but there are times we need to contact them. The drivers can help with this.
  - Monitoring routes. This involves somebody in the bus barn listening to the 2-way radio and ready to respond if a problem arises during a route. Since problems rarely occur, it’s possible that a 2-way radio could be installed in a shop off-site and an extra bus could be kept at that spot. Drivers need to have phone numbers of people they can contact when on all routes including ESP routes. This person would need to take a bus out to a route if a bus is disabled while on the route or arrange to get it pulled out if stuck. Parents will contact drivers themselves to pass along messages about their child(ren)’s riding status and the district will have somebody at the school ready to also take phone calls.
    - Morning routes: 6:45-8:30am: Drivers are starting their morning routes about 6:50am and are to school by 8:15am. It would be helpful if this person would stay until at least 8:30 to see if any drivers report needed repairs.
    - Afternoon routes: 3:00-6:15pm: Drivers are getting to school shortly after 3:00 fuel up or take care of any other necessities. School dismisses at 3:30 and buses leave about 3:35.

They are generally done by 4:30. There is another run related to the district's after-school program that leaves school at 5:35 and is completed by 6:15. Somebody to be available in case of problems is especially vital during the winter.

- Midway has tracking software on all route buses that we can monitor during the routes. It also allows us to collect information after routes are completed. Currently, we primarily use this to monitor our buses (speed, complete stops, routes, progress during bad weather, etc.) but it can be set up to provide notices of regular maintenance if desired.
  - Snow removal: Midway takes care of the sidewalks and by the doors but we would like to contract to do the parking areas and driveways, front and back. There are times that could mean starting as early as 3:00am so things are cleared for vehicles to start arriving. Delivery trucks can be as early as 5:30am. Staff start arriving around 7:00am.
  - Weeds: Provide a certified person to oversee spraying for weeds on the grounds.
  - Assist the superintendent with decisions relating to weather related announcements.
  - It would be good if the service could provide at least one substitute driver. Midway will assist with the training and will pay all related costs.
- Payment (this is just an idea. It is open for discussion)
    - Drivers: This year, drivers are paid \$48/route. This also applies to substitute drivers.
    - Maintenance/Repairs: Paid on an hourly basis or a contract for all of the above services could be worked out. If a contract is used then, since this is the first year of a new program, there should be the opportunity to renegotiate during the school year if necessary.
    - Supplies/Parts/Fuel: The district has an expense account to cover this.

Anybody interested in applying for this, or who would like more information, should contact Dr. Roger Abbe at Midway School, 701-869-2432. Preference will be given to applicants who will do it all over those who want to do just one or two duties.