

School Board Work Session  
Monday, October 19, 2020 6:45 PM

Online

## **Agenda**

- 1. CALL TO ORDER**
- 2. AGENDA ITEMS**
  1. Finance Discussion-Preparing for the 2021-22 School Year
  2. Bus Transportation-Options to Analysis for the 2021-22 School Year
- 3. ADJOURN**

**Le Sueur-Henderson Public Schools, Ind School District 2397**

**Monday, October 19, 2020; School Board Work Session**

**SUBJECT: STUDENT TRANSPORTATION**

**1. Agenda**

- a. Review Objective for meeting
- b. Review present District student transportation operations and services
- c. Review District student transportation finances
- d. Review and discuss critical factors and items for a provider decision

**2. Meeting Objective**

- a. Decision/recommendation for student transportation services commencing with school year 2021-22

**3. Present Student Transportation Situation**

- a. Present Contract
  - i. 4<sup>th</sup> Contract Year for Le Sueur Henderson Bus Company --- 2020-21
  - ii. Contract w/ Adam Services/dba LSH Bus Co expires June 30, 2021
  - iii. Completed present contract procurement Spring 2017
- b. District provided student transportation services prior to school year 2009-10; ended with 2008-09

**4. Student Transportation Finances**

**5. Provider Decision**

- a. Contractor provider
  - i. Proposed schedule -- attached
- b. District provider
  - i. Obtain buses & vans
  - ii. Staffing – administration, routing/scheduling, maintenance
- c. Approach for the Provider Decision

**6. Discussion**

**2021-23 Student Transportation Services Procurement Schedule**

	<b><u>Completion Dates</u></b>
Prepare District Specification for Student Transportation Services for 2021-23 contract; complete and present cost of services analysis	Nov 15
Complete/edit documents and materials to undertake the advertisement and solicitation	<b>Dec 15</b>
<b>Board of Education authorizes procurement and publish legal notice</b>	<b>Dec 7</b>
Send advertisement to official newspaper – <i>Le Sueur News Herald</i>	Dec 10
Complete District Specification for Student Transportation Services	Dec 16
<b>Advertisement in official newspaper <i>Le Sueur News Herald</i> – 1<sup>st</sup> day</b>	Dec 16
<b>Advertisement in official newspaper <i>Le Sueur News Herald</i> – 2<sup>nd</sup> day</b>	Dec 23
Service Provider Meeting; review RFP, Specification and address questions; 10:00 AM	Jan tbd
Meeting (optional) of Finance Committee re: transportation finances and services	tbd
<b><i>Complete 30-day statutory requirement</i></b>	<b><i>Jan 23</i></b>
<b>Due date for proposals and quotations -- 10:00 AM CST</b>	<b>Feb 2</b>
Review quotations with District Admin; request supplemental data; set negotiating meetings	tbd
Meeting of Finance Committee re: transportation contract terms; recommendation	Feb tbd
Review quotations with District Admin; request supplemental data; set negotiating meetings	tbd
<b>Board of Education work session - report</b>	<b>Feb 22</b>
Complete a contract with the responsible service provider submitting the lowest quotation	Feb 25
<b>Board of Education decision to approve a new contract</b>	<b>Mar 1</b>
Option: Board decision to approve a new contract	Apr 5