

Policy Committee Meeting

Tuesday, November 19, 2024 5:00 PM

Davis Center, 1250 West Broadway Avenue, Minneapolis, Minnesota 55411

1) **Call to Order and Roll Call**

2) **Adoption of Agenda**

3) **Acceptance of Minutes**

3)a. October 22, 2024

4) **Reports and Discussion**

4)a. Regular Policy Reviews

4)a.1. Review Policy 3504: Government Data
Requests

4)a.2. Review Policy 6680: Safety, Security And
Emergency Management

4)b. EDIA Update

5) **Adjournment**

**OFFICIAL MINUTES
MINNEAPOLIS BOARD OF EDUCATION**

**POLICY COMMITTEE MEETING
OCTOBER 22, 2024**

CALL TO ORDER

Chair Lori Norvell called the meeting to order at 4:32 p.m., a quorum being present.

ROLL CALL

Present: Directors Adriana Cerrillo, Collin Beachy, Lori Norvell (3)

Absent: Director Sharon El-Amin (1)

APPROVAL OF AGENDA

Cerrillo moved to approve the agenda.

On a voice vote, the motion was adopted unanimously.

APPROVAL OF MINUTES

Beachy moved to approve the minutes from the September 24, 2024 meeting.

On a voice vote, the motion was adopted unanimously.

REPORTS AND DISCUSSION

Regular Policy Reviews

A review was conducted of Policy 6415 (Internet And Educational Network Use) and Policy 5210 (Student Personal Electronic Devices), with no immediate recommendations for revision.

MSBA Policy Audit and Review Update

Staff provided an overview on the second phase of recommended policy changes as indicated by the MSBA policy audit and review, which will be focused on the code of ethics sub-chapter.

NEW BUSINESS

Resolution Repealing Policies 3142, 3179, 3200, 3220, 3294, 3295, 3400, and 3432; Revising Policies 3005, 3170, 3280, 3434, and 3700 (2024-0049)

Beachy moved to forward resolution 2024-0049, repealing Policies 3142, 3179, 3200, 3220, 3294, 3295, 3400, and 3432; Revising Policies 3005, 3170, 3280, 3434, and 3700, to the full Board with the committee's recommendation.

On a voice vote, the motion was adopted unanimously.

ADJOURNMENT

Without objection, Chair Norvell adjourned the meeting at 5:12 p.m.

Minutes submitted by Ryan Strack, Assistant to the Superintendent and Board.

Meeting materials: <https://meetings.boardbook.org/Public/Agenda/1807?meeting=659101>

DRAFT




MINNEAPOLIS
PUBLIC SCHOOLS

Transportation EDIA Action Plan Overview

November 2024

Agenda

- New Technologies
 - Tyler Tech
 - Samsara
- Recommendations with Current & Upcoming Actions
 - Communication
 - Safety & Culture
 - Access & Reliability
 - Staffing
- Recommendations without action at this time

Tyler Technologies

Tyler Technologies is our new routing system that has features beyond simply assigning students to bus stops.

New features include:

- Ability to monitor route performance including daily on time arrivals and proactively identify late buses
- Enhanced communication with families via parent/caregiver app
- Support drivers by providing them tools to navigate any routes
- Ability to monitor field and athletic trip buses with GPS
- Ability to audit contractor billing

Samsara provides safety and security to fully support students and drivers.

- Dual-facing dash cameras
- Track and report vehicle incidents such as speeding, harsh braking, etc.
- Track and report driver performance such as seatbelt usage, phone usage, distracted driving, etc.
- On cloud storage for immediate access to video
- Panic button for issues that require immediate attention

Communication

Recommendations & Current Actions:

- Improve communications with immigrant, new-to-country, and non-English speaking families
 - District Communications Center (DCC) uses Language Line to communicate with non-native English speaking families
- Accurately track GPS; proactively notify when buses are delayed
 - Monetary fines in place for yellow bus contractors to ensure GPS accuracy and on time performance
- Track students on yellow buses and Type III vehicles

Communication

Recommendations & Current Actions:

- Streamline athletic trip transportation request process
 - In Fall 2023, implemented new system and process for receiving, confirming and scheduling buses for athletic trips and field trips.
- Address communication barriers between Transportation dept, schools and families
 - Awarded bid for new routing software (Tyler Tech)
- Provide training and ongoing support for School Transportation Coordinators & Social Workers
 - Dedicated staff person assigned to support transportation coordinators
- Develop system for communicating transportation updates to middle and high school students

Communication

Upcoming Actions:

- Implement new routing software (Tyler Tech) for 2025 summer school with full rollout for 2025–26 school year
 - **Partner with schools, programs and contractors**
 - Proactive late bus notification
 - Driver navigation via a tablet on yellow buses
 - My Ride K12 app for families to track bus
 - Transportation request from families
- **Partner with schools and/or programs** to pilot RFID student ridership features

Safety & Culture

Recommendations & Current Actions:

- Develop safety protocol for dropping off students at bus stops without an adult present
 - Drivers are trained on existing safety standards regarding dropping off students based on grade level and custodial transfer requirements
- Develop a system of accountability and follow up when incidents involving students occur around MPS transportation and Metro Transit
- Create alternate systems for families and drivers to report incidents
 - Built custom reporting tool for transportation issues including misplaced students
- Consider adding safety measures to MPS yellow buses, such as seatbelts, and reducing bus capacities to prevent overcrowding

Safety & Culture

Recommendations & Current Actions:

- Provide mandatory bus safety training focused on safety and bullying/harassment
 - Updated Bus Safety Week training materials for 2024-25 school year
- Involve MPS caregiver community in supporting safety and bus climate concerns
 - Hired additional general education bus aides to support drivers and students on the bus
- Strengthen partnership with Metro Transit to add more student-focused services
 - **MPS & Metro Transit leadership** continue to meet to discuss student ridership
- Provide ongoing, mandatory professional development that addresses bias and builds Social Emotional Learning skills
 - Transportation management staff participated in equity professional development training

Safety & Culture

Upcoming Actions:

- Explore changes to existing protocols for youngest students- examples could include busing students separately from older grades, requiring bus tags, assigned seating for younger students
- Discussing **partnership with Crime Prevention unit of MPD and Phillips Neighborhood**
- **Partner with Metro Transit** to update safety videos and materials for high school Metro Transit riders
- **Partner with Risk Management** to explore an incident/accident software system to report, track and follow up on incidents from across the school day
- **Partner with MPS Equity and School Climate** to develop staff trainings focused on Social and Emotional Learning (SEL) and Anti-Bias Anti-Racist

Access & Reliability

Recommendations & Current Actions:

- Expand access to Metro Transit Go-To cards to all high school students and continue access over summer months
 - Metro Transit Go To cards are provided for free to eligible students for the school year and students that attend summer school
 - Yellow bus service is offered to North High School general education students in addition to their Go To card
- Partner with related school-based staff to address the issue of eligible students not receiving Go-To cards
 - Metro Transit Free Ride pass is available to high school students while awaiting Go To card. The Free Ride pass is available for the first month of school.

Access & Reliability

Recommendations & Current Actions:

- Reexamine the walk zone for high school and middle school students
 - Walk zones have been reduced at 14 schools based on crime data from city of Minneapolis
- Consider adding closer Metro Transit stops
 - Metro Micro is a Metro Transit program that provides service in and around North Minneapolis for MPS students and community members
- Offer transportation services to students in afterschool programming or other outside of school activities that contribute to their education
 - Transportation provided for students enrolled in Extended Learning programs, athletic games and competitions

Access & Reliability

Upcoming Actions:

- **Partner with MPS leadership** to explore expanding the Metro Transit Go To program and eligibility, including access over summer months
- **Meeting with Metro Transit** regarding their Anti Harassment pop up events

Staffing

Recommendations & Current Actions:

- Increase staffing in the DCC during the busiest times for transportation issues
 - New DCC manager hired Sept 2023; no staff have left since that time and filled 2 positions
 - DCC job descriptions updated to better reflect work; staff received a pay increase
- MPS should hire more staff of color and bilingual staff to work in the DCC
- Need to be more reliable language support for families that call about a transportation issue

Recommendations & Current Actions:

- MPS should allocate increased dedicated funds or Full-Time Equivalent (FTE) staff to the School Transportation Coordinator position
 - Schools are mandated to have a bus coordinator and K-8 receive funding to partially cover expense of position
- MPS should ensure that there is a detailed process and funds allocated for school staff to oversee field trip requests and other outside-of-school time transportation requests
- Assign bus aides to general education buses to report issues and support the resolution of behavior issues
 - Currently have 11 full & part time general education bus aides to support behavior on buses

Recommendations & Current Actions:

- Develop plan to try new ways of recruiting bus aides
- Reexamine the bus drivers' union contract that allows drivers to bid for routes based on seniority
- Partner with appropriate stakeholders and strategize on how to recruit and retain MPS drivers, which should include increasing pay and benefits
 - MPS signed an agreement with the Teamsters Local No. 320 which includes an increase in pay for drivers and general education bus aides

Recommendations & Current Actions:

- Create a pathway for students to remove the barriers for future employment in the transportation industry
- Conduct cost-benefit analysis on school-owned fleet (versus centralized fleet) for school-sponsored activities
 - **Partnered with Transitions Plus** to support school staff in providing on-demand transportation
- Look into how MPS can partner with external organizations to support outside of school time transportation

Staffing

Upcoming Actions:

- **Partner with Capital Planning department** to re-evaluate overnight DCC positions; potential to move overnight positions to daytime hours to better support families/callers
- **Partner with HR Talent Acquisition** to develop a recruitment plan for drivers and bus aides, highlighting new wages and Driver-in-Training program
- **Partner with Career & Technical Education team** to explore pathway program for CDL certification

Recommendations without actions

- 36 current or planned actions to address EDIA recommendations
- Transportation is unable to take action on some recommendations due to
 - Limited budget; need to focus on where the greatest impact can be made
 - Outside of Transportation's locus of control
 - Against state law or regulations

**Questions?
Feedback?**

Appendix

Recommendations without actions

Recommendation	Reason for no action at this time
<p>MPS should consider adding safety measures to MPS yellow buses, such as seatbelts for younger students, and re-examine bus capacity</p>	<p>MPS Board can decide to adopt a policy requiring seat belts and provide the required funding to implement. Currently, bus capacity based on grade level. Decreasing capacity could result in requiring additional buses to transport same number of students.</p>
<p>Involve the MPS caregiver community in supporting safety and bus climate concerns</p>	<p>Community bus volunteers would require background checks and training. Would also require a funded position to manage caregiver volunteers.</p>
<p>Expand access to Metro Transit Go-To cards to all high school students and over summer break</p>	<p>Expanded access will increase cost of program, require budget for this recommendation</p>
<p>Partner with Metro Transit to add more student-focused services, such as buses used only for students or increasing dedicated stops for students to increase safety</p>	<p>A change in Metro Transit's mission and service would require MPS Board to partner with Met Council to advocate for changes</p>

Recommendations without actions

Recommendation	Reason for no action at this time
MPS should allocate increased dedicated funds or Full-Time Equivalent (FTE) staff to the School Transportation Coordinator position	Schools are mandated to have a bus coordinator and receive funding for that position. Schools' discretion on how that budget is spent. Transportation previously tried to offer a stipend for the position but was unable to do so.
Reexamine the walk zone for high school and middle school students	Walk zones for Camden and North were reduced to 1 mile based on crime data. No adjustments to other HS or MS.
Shorten the distance students have to walk to Metro Transit stops	Requires MPS leadership to have that conversation with Metro Transit to alter Metro Transit's service
Offer transportation services to students in afterschool programming or other outside of school activities that contribute to their education	Routes are built on bell times and geographic locations. This means routes include multiple schools that could be viewed as 'good' or 'bad'. It is challenging to identify which routes should be incentivized.
MPS should hire more staff of color and bilingual staff to work for the DCC	No additional budget is available for hiring additional language supports in DCC and Transportation.

Recommendations without actions

Recommendation	Reason for no action at this time
<p>MPS should allocate increased dedicated funds or Full-Time Equivalent (FTE) staff to the School Transportation Coordinator position</p>	<p>Schools are mandated to have a bus coordinator and receive funding for that position. Schools' discretion on how that budget is spent.</p>
<p>Reexamine the bus drivers' union contract that allows bidding based on seniority</p>	<p>Unable to renegotiate the bidding rules in contract. In response, we've expanded required training to include SEL, and cultural awareness for Native students and newcomers.</p>
<p>Creating more efficient or desirable routes in areas that senior drivers consider less desirable as a way to incentivize those routes</p>	<p>Routes are built on bell times and geographic locations. This means routes include multiple schools that could be viewed as 'good' or 'bad'. It is challenging to identify which routes should be incentivized.</p>
<p>Conduct a cost-benefit analysis for developing school-owned fleet</p>	<p>Teamsters union rights to providing student transportation; would require an MOU with union</p> <p>Expect school-owned fleet to increase expenses—purchasing passenger vans, service, maintenance, fuel, etc.</p>