



## Geneva Community Unit School District 304

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### Memorandum

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To: Kent Mutchler, Superintendent  
CC: Board of Education

From: Donna Oberg, Assistant Superintendent – Business Services

Date: December 7, 2015

Re: Special Education Transportation

The reduction of outsourcing of Special Needs routes has been discussed at the Finance and Board meeting in November. To accomplish this, the District would be required to purchase or lease several special needs lift buses. A document was shared with the Board outlining the purchase/lease options of buses, the cost of training, the addition of a full time staff member to manage this as well as the bus driver costs. Several questions asked by the Board were:

- Can we transport any student, not just special needs students on the bus, thus reducing the number of buses we currently have?
- What if any is the additional cost to insure lift buses as well as liability?
- Can we reduce the additional staff member to half time instead of full time?
- Can we reroute the special needs students so we would need less than 5 buses?
- What if we were to wait until next year to implement this?

In response to these questions:

- We could place some students without special needs on the bus however; the number would not allow the reduction of current 72-passenger buses.
- The insurance cost for our buses is based on the number of buses we insure as well as the number of drivers. The addition of these buses is minimal as we participate in an insurance co-operative which takes into account all the districts participating in the program. There would be no additional insurance cost for liability. CLIC has many layers of liability insurance in excess of \$35 million.
- Yes, we could reduce the additional position to part time however, the need is early morning before school starts, in some cases mid-day, and also at the end of the day when students are transported home. I am not sure if this could be covered with a part time person.
- The routes were reviewed and we can transport 30 students instead of 26 as reported earlier. To accomplish this we would need to have 4 lift buses and an additional 27

passenger bus. This will give an additional savings of approximately \$61,000 per year because it would be 3 less outsourced routes for the year. The savings per year would be approximately \$176,000.

- We can wait until the following year to implement this we would just not realize the cost savings.

There may be additional cost savings to the district if we could partner with a surrounding district to ride share. This would involve coordinating a possible special needs pick up or drop off that would fit in with the route schedule.

Given the cost savings and the positive driver/student relationship that would be realized for our students, I am recommending moving forward with bringing back into district these routes for FY 2016-2017.