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GLOUCESTER COUNTY SCHOOL BOARD

The Thomas Calhoun Walker Education Center
6099 T.C. Walker Road • Gloucester, Virginia 23061

SCHOOL BOARD AGENDA ITEM

MEETING DATE: December 12th, 2023

AGENDA SUBJECT: Operations Team Report

ATTACHMENTS: Operations Team Report

TYPE OF AGENDA ITEM:

- CONSENT
- REGULAR
- DEPARTMENTAL REPORT/PRESENTATION

- INFORMATION ONLY – NO DISCUSSION
- INFORMATION ONLY – DISCUSSION
- ACTION

BACKGROUND / SUMMARY:

The Operations Team Report is being presented as information.

REQUESTED ACTION:

No action requested; this report is being submitted to the School Board for informational purposes only.

FOR MORE INFORMATION, CONTACT PRESENTER:

Name: Bryan Hartley, Executive Director of Operations

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Operations Team Report November of 2023

Custodial Services / Policy / Safety / Security / Central Office Special Projects – Craig Smith

Custodial Services / Warehouse

- Conducted two auctions on PublicSurplus.com during this cycle; YTD sales = \$9,345.21

2023-24	2022-23	2021-22	2020-21	2015-2020	2011-2014	2005-2010
\$9,345	\$73,094	\$121,438	\$1,823	\$25,279	\$112,036	\$52,611

- Condensed Gloucester County Public Schools (GCPS) surplus and warehouse items in the TCWEC gym to make room for next GHS renovation phase (Phase II)
 - Checked on-hand inventories in custodial closets (Achilles, Abingdon, Petsworth, and Page)
 - Participated in Operations Team Meeting, School Board Prep Meeting, and GHS Furniture Inventory Meeting
 - Updated custodial substitute listing (+3 new individuals)
 - Closed 32 work orders since last meeting

School Board Policy Manual

- 43 policies, regulations, and forms were reviewed this month
- Preparing 1 to 5 items for January, and February School Board meetings

School Safety

- Participated in on-site lockdown and fire drills at various school campuses
- Facilitated on-site divisional Safety Advisory Committee (SAC) Meeting (November 15th)
- Participated in one school safety vendor meeting (November 16th)

School Security

- Researching cost-saving alternatives for SSO apparel

Special Projects

- Currently promoting the 2023 United Way Campaign and Gloucester County Public Schools Educational Foundation, Inc. Campaign (ends December 15th)
- Participating in Student Services' United States Marine Corps Toys for Tots Breakfast

Workers' Compensation

Workplace Injuries	2023-2024	2022-2023	2021-2022	2020-2021	2019-2020
Report Only	19	45	35	18	21
Completed Claims	16	23	34	13	23
Denied	2	4	4	5	3
Total	33	72	73	36	47

Facilities – Dave Miller

- Requested work orders made since the last meeting - 348
- Closed work orders since the last meeting - 333
- Spent labor hours fixing vandalism since the last meeting – 26

Food Services – Lydia Gilbert

- Held 2 Managers Meetings
- Held 1 Managers Meeting
- Cooked and served breakfasts for the All-Pro Dads Breakfast at Petsworth Elementary
- Cooked and served breakfasts for the Veterans Day Breakfasts at Bethel Elementary and Achilles Elementary
- Catered VASBO breakfast and lunch
- Processed free/reduced applications
- Ended the verification process
- Launched new menu program "LINQ"
- Submitted items for procurement review
- Submitted items for federal review of the Summer Feeding Program
- Attended mini food show at New Kent High School
- Department/Culinary Specialist was highlighted in Food Section of the Gazette Journal on November 9, 2023
- Served Thanksgiving lunches to students on Wednesday, November 15th and Thursday, November 16th
- Sold over 300 dozen rolls between all of our schools during our Holiday Roll Sale

Grounds – Jimmy Viars

- Completed routine school grounds/equipment maintenance

Health / Safety – Lisa Jones

- Dental clinics continue throughout the division
- Nurses working to finalize hearing and vision screenings
- Safety walkthroughs completed with county Safety Manager

Student Services – Katina Keener

- Informational Membership Report, Visiting Teachers Report, and School Discipline Report are being included in the Consent Agenda

Transportation – Tanya Deckard

Student Transportation

- Transportation has begun transport for the Elementary school after school tutoring program
- Cold and flu season has created shortages in coverage, as transportation has no current sub drivers

Bus Patrol Stop Arm Cameras

- The GCPS School Bus Fleet is 100% operational with bus patrol units in place, and online
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- I have attached the current program report
 - Start of Program Citations-Since the start of the program, 680 citations have been sent over to the Sheriff's Office for review and 353 were approved for Tickets
 - Decrease or increase in citations since start date- Citations have been increasing since the start of the program and this will continue for the next few years See line chart on attachment with and without trendline. This is partially due to the increase of units, as all buses are now equipped. Another component to the increase tends to be first time offenders according to research trends. We should see citations decrease once more community members area aware of the fines, and the citations
 - Amount collected by GCSO since full implementation- Over the past 13 months, 195 payments have been received and \$49,263 has been collected. Gloucester revenue share technology fee balance is still \$47,171.81 so Gloucester has not received any money from revenue share so far. This will change as the program continues
 - GCSO approval rate 52% to 56% of citations received and mailed. Bus patrol will be working with GCSO on the declined citations and making sure we have all the info they need to get the processing rate higher

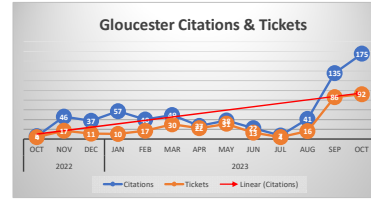
Staffing Shortages

- Transportation is avidly working on recruitment of school bus drivers
 - We have 0 available daily substitute drivers at this time
 - We have 3 sporadic substitute drivers at this time
 - Current positions:
 - 1 open bus routes at this time
 - 0 open car routes at this time
 - 1 potential bus drivers in training
 - 1 potential car drivers in training
 - 2 potential bus aides in training

Maintenance

- All maintenance is up to date
- All inspections are current

Gloucester	2022			2023										Grand Total
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	
Citations	6	46	37	57	40	49	27	38	22	7	41	135	175	680
Tickets	4	17	11	10	17	30	22	31	13	4	16	86	92	353

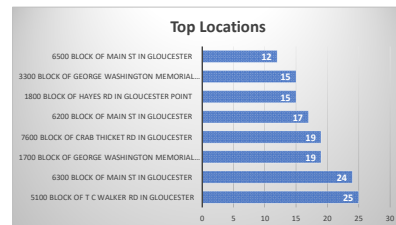
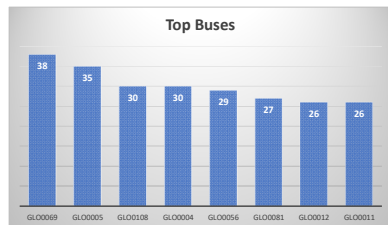


Citations	2022			2023										Grand Total
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	
Declined	2	29	21	44	19	14	3	6	3	2	21	40	80	284
Dismissed				3	2	1	2	1	1	1	4	7	2	24
Due													15	15
Overdue	1	5	1	1	2	8	2	9	3	1	3	24	26	86
Paid	3	11	10	8	15	21	15	20	9	3	12	58	50	235
Pend Hearing		1		1			3	1	1		1	5	2	16
Undeliverable													3	3
Void			5		2	4		2		5		1		17
Grand Total	6	46	37	57	40	49	27	38	22	7	41	135	175	680

Citations	2022			2023										Grand Total	Percent
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct		
Approved	4	17	11	10	17	30	22	31	13	4	16	86	52	353	56%
Bus Stopped Off Roadway		6	13	7	5	1		3			9	16	22	84	13%
Stop Arm Not Fully Deployed	1	13	5	26	11	8		1			2	8	75	12%	
Improper Activation of Stop Arm		3	1	5	1	4	1	1	3	1	5	11	18	54	8%
Vehicle Unable to Stop							1				6	11	24	42	7%
Environmental Factor - Lighting	1	5	2	4	1	1							5	19	3%
Vehicle Did Not Pass Bus		1									1		3	5	1%
Camera Out of Alignment				2										2	0%
Stop Arm Not Flashing		1												1	0%
Bus Moving with Red Lights/Stop Arm Engaged								1						1	0%
Grand Total	6	46	32	54	35	44	25	37	16	6	37	126	172	636	

Citations	Garrett	Erand	Tot	Percent
Approved	353	353	353	56%
Bus Stopped Off Roadway	84	84	84	13%
Stop Arm Not Fully Deployed	75	75	75	12%
Improper Activation of Stop Arm	54	54	54	8%
Vehicle Unable to Stop	42	42	42	7%
Environmental Factor - Lighting	19	19	19	3%
Vehicle Did Not Pass Bus	5	5	5	1%
Camera Out of Alignment	2	2	2	0%
Stop Arm Not Flashing	1	1	1	0%
Bus Moving with Red Lights/Stop Arm Engaged	1	1	1	0%
Grand Total	636	636	636	

Citations	5 AM	6 AM	7 AM	8 AM	9 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	Grand Total
Sun							1				1					2
Mon	2	12	17	16	2	1			5	49	29	2	2			137
Tue	3	10	25	21			3	2	10	36	31	3				144
Wed		8	22	25	2				12	37	23	7	1	1		138
Thu		8	16	19		2	1	2	14	43	31	4			1	141
Fri	3	20	20				4	4	12	25	29					117
Sat				1												1
Grand Total	5	41	100	102	4	3	9	8	53	190	144	16	3	1	1	680



Payments Report

Gloucester

(October 1, 2022 to October 31, 2023)

Success Count	195
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Success Amount	\$49,263.20
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Web Payment Count	132
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Web Payment Amount	\$34,443.20
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Walkin Payment Count	0
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Walkin Payment Amount	\$0.00
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Mail Payment Count	63
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Mail Payment Amount	\$14,820.00
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Check Count	55
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Check Amount	\$13,185.00
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Card Count	132
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Card Amount	\$34,443.20
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Money Order Count	8
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Money Order	\$1,635.00
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Cash Count	0
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Cash Amount	\$0.00
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Ach Count	0
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Ach Amount	\$0.00
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Refund Count	0
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Refund Amount	\$0.00
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Failed Count	0
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