

# THE DESIGN TEAM

## ROUTING

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- Cheryl Mayher  
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# TRANSPORTATION OPTIONS: COMPARISONS

## Transportation Comparison

	<u>Current</u>	<u>WISD</u>	<u>Rejected Tentative Agreement</u>	<u>Privitization</u>
<b>Bus Driver (Special Needs)</b>	\$12.82-\$17.47	\$13.50-\$16.50	\$11.54-\$15.73	\$16.60
<b>Bus Driver (Genral Ed)</b>	\$12.82-\$17.47	\$13.00-\$16.00	\$11.54-\$15.73	\$16.60
<b>Bus Monitor</b>	\$9.66-\$13.49	\$10.00-\$13.00	\$8.70-\$12.15	\$12.55
<b>Mechanics</b>	\$15.65-\$20.87	\$21.00	\$14.09-\$18.79	\$23.08
<b>Insurance Plan</b>	<b>BCBSM PPO Plans A &amp; B</b>	<b>Priority Health HMO</b>	<b>Priority Health HMO</b>	<b>Aetna Health</b>
35+hours	100% pre employer covered	70% pre employer covered	92% pre employer covered	
30-35 hours	75% pre employer covered	70% pre employer covered	85% pre employer covered	
20-30 hours	50% pre employer covered	60% pre employer covered	70% pre employer covered	
	<b><u>Plan B Employee Cost Sharing</u></b>		<b><u>Employee Cost Sharing</u></b>	
	Single- \$28.11/month		\$1000/year	
	2 Person-\$61.84/month		option of buying other plans	
	FF-\$124.96/month		for additional cost	
	<b><u>Employee Cost for Prem.</u></b>	<b><u>Employee Cost for Prem.</u></b>	<b><u>Employee Cost for Prem.</u></b>	<b><u>Employee Cost for Prem.</u></b>
Single	\$146.52-\$282.03/month	\$57.80-\$115.60/month	\$45.12-\$169.22/month	59.02-171.77/month
Two Person	\$338.43-\$676.85/month	\$127.40-\$254.80/month	\$108.29-\$406.11/month	144.73-421.03/month
Full Family	\$423.03-\$846.07/month	\$167.80-\$335.60/month	\$135.37-\$507.64/month	218.62-635.74/month
<b>Pension</b>	16.94% of wages	19.41% of wages	19.41% of wages	0

# ADMINISTRATIVE/SUPPORT STRUCTURE

## Comparison of central organization structures

Here are the differences in staffing levels based on either a 5 of 10 district model.

	10 Districts	5 Districts
Transportation Director	1	1
Administrative Assistant	1	1
Assistant Director - Operations	1	1
Bus Driver Supervisor/Trainers	6	4
Fleet Manager and Lead Mechanics	5	3
Mechanics	12	10
Assistant Director- Business Services	1	1
Benefits Administrator	1	1
Cost Accountant	1	1
Procurement Specialist	1	1
Assistant Director -Central Dispatch	1	1
Routers	4	2
Dispatchers	4	3
Field Trip Coordinators	2	2
<b>Total Central Admin Team</b>	<b>41</b>	<b>32</b>

# TRANSPORTATION OPTIONS: COMPARISONS

## Salary Position Recommendations

The following are the salaries (excluding benefits) contained in our overall budget projections, and are based on anticipated job requirements for a team needed to create and sustain a multi location, multi-shift transportation operation within Washtenaw County. (these, of course, are subject to the existing WISD administrative structures.)

Transportation Director:	\$115,000
Administrative Assistant:	\$38,000
Assistant Director- Operations:	\$75,000
Bus Driver Supervisor/Trainers:	\$49,150
Asst. Director – Business Services: <sup>(1)</sup>	\$55,000
Fleet Manager:	\$53,000
Lead Mechanics:	\$49,150
Benefits Administrator: <sup>(2)</sup>	\$40,000
Cost Accountant: <sup>(4)</sup>	\$40,000
Procurement Specialist: <sup>(1)</sup>	\$40,000
Assistant Director – Central Dispatch:	\$65,000
Routers:	\$40,000
Dispatchers:	\$36,700
Field Trip Coordinators:	\$35,000

Note: of these services are provided by the WISD, then these budgeted amounts could be transferred there.

# QUESTIONS AND ANSWERS

Where did the proposed wage amounts come from?

***The wages proposed were based on a review of private and public sector wages nationally, from private school bus service companies, within Michigan, and locally around Washtenaw County so that the final wage and benefit plans are sufficient to allow the WISD transportation entity to attract and retain qualified workers.***

What would drivers make under the plan?

***Under the contract with WISD, the driver starting wage for a special needs vehicle is \$13.50 per hour, with a maximum of \$16.50. Other drivers starting wage is \$13.00 per hour, with a maximum of \$16.00. However, wages for drivers currently employed by a Washtenaw ISD district will be based on full years of driving experience with the local district. For each full year of service, an additional \$0.25 per hour will be paid in addition to the starting wage, up to the indicated maximum. Since we do not know which drivers will decide to apply for positions, we can't calculate a new average wage.***

# QUESTIONS AND ANSWERS

Will there be a guaranteed minimum number of hours?

***Drivers will be assigned by the transportation department administrators to selected routes which will have an associated number of hours connected to them. There are no minimum guaranteed hours.***

Is stand-by time between route assignments paid?

***Pay will be a flat fee based of the average driving time of each route (a set of 2 or more runs, which may include a defined wait time in between). There will be a process for petitioning for extra pay in special circumstances (such as a bus breaking down for an extended period of time). Employees could be assigned other tasks during waiting time. GPS technology will be used to validate route times to help insure valid pay rates.***

Field trip pay? 1 rate throughout or 2 (1 driving, 1 waiting)?

***Field trips will have pay attributed to them in the same manner as in the case of Gen-ed or Special-ed routes. For field trips where time is required waiting, a waiting-time rate (at \$10/hour) will apply.***

# QUESTIONS AND ANSWERS

How exactly would their medical care plan change? Would they have any choice of plans?

***The following is a description of the health insurance approach built into our proposed budgets. The WISD Insurance agent is continuing to work on the details of other proposal alternatives. Note all rates are for budgetary purposes only, and the actual rates may change as it becomes clear which districts are participating or which employees ultimately sign up.***

***For people working <20 hrs per week***  
***No health benefits to be provided***

***For people who work between 20-30 hrs per week, 10 months per year***  
***HMO program (Priority Health Care) with a Health Savings Account (HSA)***  
***Deductible: \$2,000/\$4,000***

***Employee contribution: 40% of monthly premium***

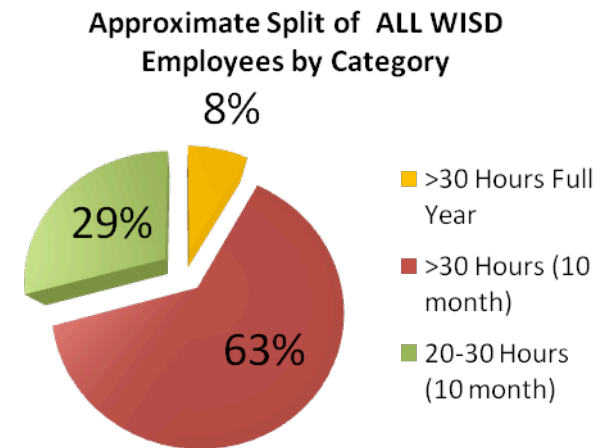
***Coinsurance: Covered at 100% after deductible***

***Preventive Care: No charge in network***

***Prescriptions: \$10/40 co-pay (generic/brand name)***

***No dental or vision***

***Approx premium for Health: S \$289/mo, F \$839/mo and C \$637/mo***



# QUESTIONS AND ANSWERS

How exactly would their medical care plan change? Would they have any choice of plans?

**For people working >30 hrs per week, 10 months/yr**

**HMO program (Priority Health Care) with a Health Savings Account (HSA)**

**Deductible: \$2,000/\$4,000**

**Employee contribution: 30% of monthly premium**

**Coinsurance: Covered at 100% after deductible**

**Preventive Care: No charge in network**

**Prescriptions: \$10/40 co-pay (Generic/brand name)**

**Dental and Vision: 30% of premium paid by employee**

**Approx premium for Health: S \$289/mo, F \$839/mo and C \$637/mo**

**Approx premium for Dental, Vision, Life, Disability: \$129/mo**

**For people working >30 hours per week, 12 months/year**

**HMO program (Priority Health Care) with a Health Savings Account (HSA)**

**Deductible: \$2,000/\$4,000**

**Employee contribution: 20% of monthly premium**

**Coinsurance: Covered at 100% after deductible**

**Preventive Care: No charge in network**

**Prescriptions: \$10/40 co-pay (Generic/brand name)**

**Dental and Vision: 20% of premium paid by employee**

**Approx premium Health: \$289/mo, F \$839/mo and C \$637/mo**

**Approx premium for Dental, Vision, Life, Disability: \$129/mo**

# QUESTIONS AND ANSWERS

Are Field Trips included in hours per week for insurance qualification?

***Insurance categories are based on normal Gen-ed or Special-ed routes driven by the driver.***

Do insurance plans as shown apply to all in the organization?

***The insurance plan description contained in the “wages and benefits plan” section, apply to all WISD transportation employees.***

Will there be opt out compensation in lieu of insurance coverage?

***The final health benefits plans are currently being refined by the WISD’s insurance agent. If an opt-out clause is offered, the new insurance program application will ask applicants if they also qualify for spousal insurance. If so, an opt-out payment will be offered in lieu of insurance coverage in the amount of \$1,200 working more than 30 hrs per week, (\$1,000 for employees working 20-30hrs per week) which would be applied to the employee’s personal HSA account if one is created.***

# QUESTIONS AND ANSWERS

What is the transition process related to benefits. Will there be a period when employees are not covered?  
What about pre-existing conditions?

***We anticipate the employees who normally work 10 months in their current districts today, will receive lay-off notices. They will be able to apply for unemployment compensation. They will be able to purchase continuing health benefits coverage from their former employers at established COBRA rates. If they are hired into the WISD, they will be eligible for the health insurance coverage offered at that time. For employees now working 12 month per year, the transition should be seamless (without any lapse in coverage). Employees will be notified of the potential elimination of their job within a school district. The WISD will post its available job openings. Employees may submit applications and be invited to participate in an interview process. If they are successful applicants they will be hired by the WISD with no loss in coverage, and pre-existing medical conditions will be covered. For those who are unsuccessful applicants, they will be laid off.***

What about payout for banked days, etc.?

***Each district shall meet the terms of its current labor agreements regarding banked days in the case of termination. Unused sick and personal days and vacation time will not be transferrable to the WISD transportation department. Attendance history will be considered in the hiring process with the exception of absences under FMLA or ADA guidelines.***

# QUESTIONS AND ANSWERS

How will Human Resources and payroll work?

***It is anticipated that HR Support will be provided by the WISD, except that the budget for a 10-district operation includes a Benefits Administrator and an Assistant Director of Business Services.***

***Payroll processing will be provided by the WISD, though timekeeping would be done within the transportation unit.***

***It is anticipated that timekeeping will be simplified by paying drivers and aides on a per-route per day basis, rather than on hours worked – so that simple attendance tracking is needed. (note: we are developing a specification for GPS technology, and anticipate that some of the systems offered may offer a payroll module that could assist in this area.)***

Who will conduct the interview process if the management team is not in place?

***The Transportation Directors have outlined a team interview process (see the RACI diagram in the “Organization Structure” section of the Admin Team report. Interviewers will be from the WISD transportation team and WISD HR department.***

# QUESTIONS AND ANSWERS

What are the components of the interview process?

***We envision a combination of factors being used in hiring decisions including customer service, prior work history, prior attendance, and driving experience and knowledge. Drug testing and a criminal history check will also be part of the process.***

Will current employees have priority in applications/postings?

***The intent is that all current employees will have the opportunity to apply for any WISD transportation job. There is no guarantee that they will be hired. All current employees will be considered for the new positions, before soliciting applications from external candidates.***

Who has priority rights to work in their home district once they have been hired by the WISD?

***Qualified employees who are hired into the WISD transportation entity will have the first right of refusal for available positions in their former district. However, bus parking locations may be repositioned based on population distributions in order to help reduce “dead head” miles. If no positions are available their former home district, a driver could be offered an available spot in other parts of the county transportation network.***

# QUESTIONS AND ANSWERS

Will late adopting district drivers be penalized with regard to their Hire date, seniority, etc.?

***There will be no penalty with regard to the transfer of seniority (as pertains to the base wage scales) from as district to the county transportation entity. However late entering districts may find that most positions will have been previously filled, and will therefore be forced to lay off a larger percentage of their remaining employees.***

Work rules vs. Union Contract(s)

***The WISD Transportation leadership team will create new standardized work rules.***

# QUESTIONS AND ANSWERS

What exactly does this mean for our routes next year, including kindergarten? What about the following years?

***Special needs transportation routes will be coordinated as an overall ISD-wide activity. This practice already exists to some extent throughout the ISD; this will just be a more detailed and focused initiative on being as safe and efficient as possible on a countywide basis.***

***As we move into this coming school year, the remaining routes, including the kindergarten runs, are expected to be comparable to last year. Changes will be made primarily due to the building changes that have taken place within the district, but those would have occurred even without consolidation.***

***If the district moves forward with this contract, the district will be adopting the WISD Routing Guidelines for Safety, which are presented with the resolution. These guidelines were developed by local district transportation directors with the primary emphasis being on safety, and with efficiency being an important, but secondary, consideration. Even though a district adopts the guidelines, a district can choose to provide a more comprehensive service level. The fully allocated cost for such enhancements would be charged to the district.***

How will routes be assigned – how will we deal with seniority?

***Special-ed driver selection criteria will be different than those for General-ed, given the unique requirements of special needs students. Routes will be assigned based initially on prior driving experience on that particular route/students, then based on initial screening evaluations. But subsequently, assignments will be based or changed on driver performance evaluations.***

# QUESTIONS AND ANSWERS

How would schools of choice transportation operate under the consolidated plan?

***In-district schools of choice is a district-based decision and the district would be billed accordingly. As stated in the WISD Routing Guidelines for Safety, buses will not be run into the boundaries of another district for the purposes of picking up schools of choice students. The consolidated transportation system can provide for pick up locations on the border of the district at established bus stop locations.***

I'd like confirmation that pensions would remain the same.

***Staff hired by WISD will remain in the Michigan Public Schools Employee Retirement System. It would be a local district decision to consider using a different employment strategy in the future.***

What would be the arrangements regarding facilities?

***As it states in the resolution, bus parking, staff waiting/lounge area, fueling facilities, and an area for performing preventative maintenance would be necessary. Fully operational garage facilities would be leased from strategically-located and equipped districts.***

# QUESTIONS AND ANSWERS

Who will own the buses?

***The participating districts will “sell” their general and special education buses to the county collaborative at a rate of one dollar. The County will maintain records of VIN numbers for the vehicles and Districts may reclaim their buses at the same fee in the future if they choose to withdraw from the consortium.***

***If there are excess buses owned by the districts after the general-ed and special ed vehicles are appropriated by the WISD, these may be either sold to the WISD (at its sole discretion) or disposed of in any manner that the local district chooses.***

***The WISD transportation entity may use any bus from any district under special circumstances (such as to replace another vehicle that may have become unusable due to a breakdown or accident).***

# QUESTIONS AND ANSWERS

How will the consolidation of services affect union seniority and bumping rights?

***Years of service to the district will be used to establish initial wages. The design includes no other recognition related to seniority.***

Clarify how two-way communication and cameras will be used on buses.

***We are planning to use the existing analog 800mhz radio infrastructure. We are collecting used radios from entities that are moving off that system.***

Will new antennas be needed for communication towers?

***No local antennae will be needed nor any repeater towers.***

Where will cost savings come from? (Routing, difference in wages and healthcare?)

***Reduced hours and miles in the routing system***

***Collaborative purchasing***

***Reduced wages and benefit costs***

***Reduced pension costs due to overall lower labor costs***

***Reduced costs associated with central management***

# QUESTIONS AND ANSWERS

How are personnel affected in regards to union salary, benefits and healthcare?

***Salary: Adjusted per the published wage scale. See earlier question.***

***Health Benefits: Offered but with less school district contribution. Employee contributions are scaled recognizing that the more hours the person works, the more the employer contributes.***

***Pension: Remain part of the Michigan Public School Employees Retirement System. See earlier question.***

***Other Benefits (i.e.) paid holidays and sick days: 5 sick days; 1 personal day; attendance incentive; paid holidays to be determined.***

How will changes in structure affect routes, utilities and repairs?

***Special Needs Transportation Routing: Will be part of a WISD System***

***Gen. Ed. Routing: Will remain close to what it is now***

***Repairs: Only preventative maintenance will be done locally. Major repairs will be completed at the Ann Arbor Schools or the Lincoln Consolidated School District***

***Utilities: At cost and as required***

## MORE INFORMATION



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Also visit the WISD website:

<http://www.wash.k12.mi.us/about/transportationdesign.cfm>