



INFORMATION SHEET

TO: Mark Walsh, Pete Sabo

FROM: Dave Prevost

DATE: November 19, 2020

SUBJECT: **School Charter Cost Information**

Background:

Schools in Nanaimo Ladysmith Public Schools (NLPS) pay a fee when using a bus for field trips/charters. The payment covers the cost of operation.

The following information addresses concerns and potential solutions about bus cost fluctuations per trip - per school and general busing information.

Current Bus Charge Rates (Effective September 2019):

- \$38.00 per hour and \$1.25 per Kilometer for NLPS schools.
- \$41.80 per hour and \$1.37 per Kilometer for non-NLPS school groups.

Please note:

- Through our School Bus Permits, NLPS buses can only transport public or private school groups.
- The above Bus Charge Rates are subject to change.

Variables That Impact Costs:

Field Trip charges are dependent on the times of the requested trip, the availability of a bus, the proximity of a bus to do the charter, and any incidental costs (e.g. cleaning the bus, delayed departures etc.). Time charges are in 15-minute increments. Therefore, charters that may seem identical will result in different charges. Charters that occur after 5:00 p.m. are charged a minimum 4 hours.

Trips booked at times our buses are not available

To accommodate their request, a casual bus driver is called at the minimum 4-hour call in. Expectations of schools influence the cost by the requests they make. Often schools want to arrive back to the schools at dismissal time. For schools that receive daily school bus service, that is a possibility, however, for the schools that do not have daily school bus service, we can rarely accommodate that request as the buses need to be on time for their bus routes. Bus routes are the primary reason the buses are here, the charters are a bonus for the schools and the drivers.



Venues that are not flexible

For example, the Nanaimo Fish Hatchery have times that do not facilitate busing at the end of the presentation, last year they finished all of their programs at 2 p.m., that made it very difficult to use route buses to accommodate a charter thereby increasing the cost to the school.

Groups are not ready to board the bus

We frequently arrive at a school or destination and the group is not ready to get on the bus at the requested time. Oftentimes, a bus driver is waiting for the group and is being charged back to that school.

Trips that incur unexpected costs to schools

Some destinations are muddy and the driver has to take the time to mop out the bus after the charter, all charges added to the charter.

Sheer volume of charters takes away cost efficiencies

At times the volume of charters takes cost efficiencies out of the dispatcher's hands, in those cases the last school to book a charter may incur higher costs. The expectation is that all charters be submitted no later than 4 p.m. the Wednesday before the week of the charter.

For example, a show at the Port Theatre. Pleasant Valley (a bused school Route 1) schedules a charter to the Port just at the cut-off time. McGirr Elementary had booked the same charter a month in advance of the charter. There are no other bus routes in that area, which school gets the Route 1 bus and the cost advantage? Please see following pages for Bus Route/Bus Availability Information:

Bus locations

If a bus completes its route and is close to a school that has requested a bus for a field trip, we send that bus to the school to save money. If two buses are required for the trip, the second bus may have a higher cost as it may be coming from further away. This applies and impacts almost all charters requiring more than one bus.

Disabled students

As most classes are 25 plus students, we do not have wheelchair accessible buses that can accommodate that number of students and adults, as a result two buses are needed for the charter.

Overtime

Charters to out of district locations (e.g. Victoria) that go in to overtime would see the charges to the school as follows: the first 8 hours of service is at straight time, the next 3 hours is at time and a half and then double time for all time after that.

Bus Driver Shifts

All drivers work split shifts, an AM Route and a PM route. The times for all bus routes vary, and those variations limit the number of hours each driver is available to complete charters. The drivers time includes pre trip in the AM, a post trip in the PM and currently additional cleaning time for COVID.



Lack of Information on Trip Request from Schools

It is important that when Schools submit a Trip Request that all information is accurate.

- Number of passengers is very important – we have had buses arrive at schools to find out that the passenger numbers were not accurate, and we have had to dispatch another bus or buses.
- Bus pick up/drop off times can see buses having to wait for groups incurring more costs for that trip.
- The trip date, we have charged schools for trips that were booked for the wrong date when the bus driver arrived at the school to be informed there is not a trip for that day.
- Any special requirements such as a student in a wheelchair or luggage requirements. Not all of our buses are able to carry cargo (backpacks, camping gear, soccer balls, football, lacrosse equipment, band instruments), so this information needs to be on the charter request – it is illegal for items that cannot be held in a riders lap to be carried in the interior of the bus.

Bus Capacity

Buses will hold a maximum of 84 elementary students at 3 students per seat – older or larger students and adults can only sit two per seat - most grade 6-7's would sit 2 per seat. All high school charters are at 2 per seat to a maximum of 56 passengers. The rule is that no part of a passenger's body can be hanging in the aisle of the bus. The driver is fully responsible under the motor vehicle act should the bus be overloaded – schools or other staff cannot dictate how many passengers are on a bus.

Bus Route and Bus Availability Information:

Please note that the following Bus Route & Bus availability information is informational only. This information changes regularly and should not be used to determine if buses are available.

Route 1 – Serves Pleasant Valley Elementary – available for charters between 8:30 and 2:15 Monday to Friday.

Route 2 & 4 – Serves Gabriola Ferry to NDSS – normally driven by mechanics, can do charters but are needed in the shop – available 8:20 - 1:40 Monday and Friday, 8:20 – 2:50 Tuesday – Thursday

Route 3 – Serves Mountain View Elementary and NDSS. Available for charters 8:30 - 1:40 Monday and Friday, 8:30 - 2:00 Tuesday to Thursday

Route 6 – Serves Seaview Elementary, Dover Bay Secondary, and Alternate students going to Woodlands and John Barsby. Available for charters 9:15 – 1:20 Monday – Friday

Route 7 – Serves Cedar Elementary and Cedar Community Secondary. Available for charters 8:35 – 2:00 Monday – Friday.

Route 8 – Serves North Oyster Elementary, Cedar Community Secondary and Alternate students for Woodlands and John Barsby. Available for charters 9:15 to 1:10 Monday to Thursday, 9:15 to 12:10 Fridays.

Route 9 - Serves Chase River Elementary and Cedar Secondary – Available for charters 8:40-2:00

Route 11 – Serves North Oyster, and Ladysmith Schools, available 8:30 – 1:40 Monday to Thursday, Friday 8:30-12:40



Route 12 - Serves North Oyster, and Ladysmith Schools, available 8:30 – 1:40, Monday to Thursday, Friday 8:30-12:40

Route 13 – Serves Gabriola Elementary and NDSS students living on Gabriola – available for charters 8:30-2:15 Monday – Friday on Gabriola only

Route 14 - Serves Cedar Elementary and Cedar Community Secondary. Available 8:35 – 2:00 Monday – Friday

Route 15 - Serves North Oyster, and Ladysmith Secondary, available for charters 8:30 – 1:40 Monday to Thursday, Friday 8:30-12:40

Route 16 - Serves Frank J Ney Elementary and Special Needs riders for Dover Bay and NDSS. Available for charters from 9:15 to 1:40 Monday to Friday

Route 17 – Serves Cedar Elementary and John Barsby Community School, available for charters Monday and Friday 8:45-1:50 and 8:45 – 2:50 Tuesday – Thursday

Special Needs Routes and charters

Route 20 - Serves Georgia Avenue Elementary – available for charters (would have to switch from small bus to big bus) 9:15-1:45 Monday to Friday

Route 21 – Serves Georgia Avenue, John Barsby, and NDSS special needs, available for charters (would have to switch from small bus to big bus) 9:15-12:45 Monday & Friday, Tuesday – Thursday 9:15-1:45PM

Route 22 – Serves Wellington, Coal Tye and NDSS special needs, available for charters (would have to switch from small bus to big bus) 9:15-12:45 Monday & Friday, Tuesday – Thursday 9:15- 1:45PM

Route 23 - Serves Mountain View Elementary, and NDSS special needs, available for charters (would have to switch from small bus to big bus) 9:15-12:45 Monday & Friday, Tuesday – Thursday 9:15-1:45PM

District Wide Events

There are a variety of events each year that involve the entire district or entire schools. These are handled in a variety of ways to reduce costs to the district/school and provide the service required for all Schools to attend the event.

Health Among Us

Is held over a one-week period in the spring at Merle Logan Field and each day is dedicated to a different age group Kindergarten to Grade 4. There is a sign-up process as spots are limited but most of the elementary schools participate each day. Each school pays for its own transportation costs. We request that all transportation requests for this event be submitted three weeks in advance of the event. Dispatch can then look at the numbers of passengers from each school and match up schools to share buses wherever possible. A schedule will be distributed to all the schools, so they are aware in



advance if they are sharing a bus, which school they are sharing with and any time adjustments that must be made to accommodate the shared bus. The same driver is assigned to both legs of the charter and will charge one school for the charter to Merle Logan and charge the other school for the return, reducing each schools' potential costs. Example of one day's charters for this event below:

WEDNESDAY							
Trip ID	Driver	Dep. Time	Group	Dept.	Destination	Date	Pass.
6855	Mark	09:00 AM	Frank J. Ney	Principal	Beban Park Turf Field	05/16/18	48
6855	Mark	12:05 PM	Beban Park Turf Field	Principal	Frank J. Ney Elementary	05/16/18	48
7012	Mark	09:15 AM	Rutherford	Div 7	Beban Park Turf Field	05/16/18	20
7012	Mark	12:05 PM	Beban Park Turf Field	Div 7	Rutherford Elementary	05/16/18	20
7026	Dennis	09:00 AM	Hammond Bay	General	Beban Park Turf Field	05/16/18	44
7026	Dennis	12:05 PM	Beban Park Turf Field	General	Hammond Bay Elementary	05/16/18	44
6972	Wanda	09:15 AM	Pleasant Valley	Div 6	Beban Park Turf Field	05/16/18	20
6972	Wanda	12:05 PM	Beban Park Turf Field	Div 6	Pleasant Valley Elementary	05/16/18	20
7041	Wanda	09:00 AM	McGirr	Div 12	Beban Park Turf Field	05/16/18	42
7041	Wanda	12:05 PM	Beban Park Turf Field	Div 12	McGirr Elementary	05/16/18	42
7081	Ken	09:05 AM	Park Avenue Community	Div 1	Beban Park Turf Field	05/16/18	52
7081	Ken	12:05 PM	Park Avenue Community	Div 1	Park Avenue Community	05/16/18	52
7036	Parry	09:10 AM	Fairview Community	Field Trip	Merle Logan Turf Field	05/16/18	41
7036	Parry	12:05 PM	Merle Logan Turf Field	Field Trip	Fairview Community	05/16/18	41
7063	Parry	09:30 AM	Pauline Haarer	Div 5	Beban Park Turf Field	05/16/18	26
7063	Parry	12:05 PM	Beban Park Turf Field	Div 5	Pauline Haarer Elementary	05/16/18	26
7091	Blaine	09:15 AM	Cilaire	Div 7	Beban Park Turf Field	05/16/18	47
7091	Blaine	12:05 PM	Beban Park Turf Field	Div 7	Cilaire Elementary	05/16/18	47
7039	Martin	08:50 AM	Mountain View	Div 10	Merle Logan Turf Field	05/16/18	44
7039	Martin	12:05 PM	Merle Logan Turf Field	Div 10	Mountain View Elementary	05/16/18	44
7062	Martin	09:05 AM	Coal Tyee	Div 11	Beban Park Turf Field	05/16/18	26
7062	Martin	12:05 PM	Beban Park Turf Field	Div 11	Coal Tyee Elementary	05/16/18	26
7198	Darin	09:00 AM	Ladysmith Primary	Field Trip	Merle Logan Turf Field	05/16/18	70
7198	Darin	12:05 PM	Merle Logan Turf Field	Field Trip	Ladysmith Primary	05/16/18	70
7006	Doug	09:15 AM	Georgia Ave. Community	Div 5	Merle Logan Turf Field	05/16/18	48
7006	Doug	12:05 PM	Merle Logan Turf Field	Div 5	Georgia Ave. Community	05/16/18	48
7243	Doug	09:25 AM	Brechin Elementary	Community	Merle Logan Turf Field	05/16/18	22
7243	Doug	12:05 PM	Merle Logan Turf Field	Community	Brechin Elementary	05/16/18	22
7048	Grant	09:20 AM	Rock City	Div 7	Beban Park Turf Field	05/16/18	49
7048	Grant	12:00 PM	Beban Park Turf Field	Div 7	Rock City Elementary	05/16/18	49

Cross Country Run

Zone and District, the last two weeks of October. Where possible we have two schools travel together, and this past fall it was set up that the AM runners were picked up after the PM runners were dropped off. Parking and access to Beban fields is challenging for the buses so we had the returns set up to load at Merle Logan Field, away from the high traffic areas. Coincides with Halloween charters.

Halloween

Last two weeks of October – Many charters to McNabbs Corn Maze, Brannen Lake Campsite, and higher volume of charters to the pools and the ice rinks.

District Track Meets

There are three levels of track meets in the district – School based, Zone Based and District Wide. They all have their challenges, the biggest one is times. The school based track meets generally involve 4-5 buses, and even that is confusing as the school will book buses based on classroom numbers but on the day of the event large numbers of parents will decided to drive their kids and the buses are not all



needed. The times usually requested are to be at the track from 9-2. We can generally accommodate that but the 2:00 departure is inconsistent and that is where we run into challenges as the event schedules can get dragged out. Often, we have to send a bus off to its route and we will then have a mechanic step in with a spare bus, we are fortunate the track is right beside the bus yard. For the Zone and District meets we have requests from multiple schools, usually one bus per school, same issues but again because of parent drivers the numbers are never exact. We have established now that the afternoon returns, the bus will leave with those who have finished their events and any students in later events will make their own arrangements. (With the 2020-21 Bell Schedule Changes, the 2:00 end time will be even harder to accommodate)

Year end Events

The last two weeks of June are the busiest with entire schools going to Rath Trevor, and Transfer Beach, Parksville Beach, Thetis Island Ferry, Camp Qwanoes and charters to Victoria, Horn Lake Caves etc. As dates fill up for these events, we send a notice out saying we are no longer able to provide out of town busing for specific dates. Many schools plan well in advance for June submitting requests in September. We determine what the maximum number of field trips we can handle each day in June (number of buses potentially available), and keep a log or a tally on a calendar for each day, at some point you may need to notify schools that a specific date is closed off to further charters.

Symphony

Held once a year at the Port Theatre, two performances and it targets one grade district wide. The transportation for this event is paid for by the district and coordinated by one of the Community Schools Coordinators. What usually happens is she will send us the numbers for each school and the number of seats available for SD68 at each performance. We will then match up schools, and numbers to each event, looking at the locations and times to best accommodate the event and keep costs to a minimum. The transition between the two performances is usually handled by having the second attending group arrive and the first groups picked up at the same time. Again, we try to have the same driver take and pickup each group to avoid confusion at the venue – 1200 students from our district attending the two shows at a venue with very limited access for buses. Example Below of the charter board for this event.



Trip ID	First Name	Dep. Time	Group	Dept.	Destination	Date	Pass.
10213	Blaine	8:45	Ladysmith Intermediate	Symphony	PORT Theatre	01/21/20	67
10213	Blaine	10:30	PORT Theatre	Symphony	Ladysmith Intermediate	01/21/20	67
10213	Blaine	10:15	Fairview	Symphony	PORT Theatre	01/21/20	52
10213	Blaine	12:15	PORT Theatre	Symphony	Fairview	01/21/20	52
10213	Grant D	9:00	Bayview	Symphony	PORT Theatre	01/21/20	22
10213	Grant D	8:50	Qwam Qwum	Symphony	PORT Theatre	01/21/20	15
10213	Grant D	10:30	PORT Theatre	Symphony	Bayview	01/21/20	22
10213	Grant D	10:30	PORT Theatre	Symphony	Qwam Qwum	01/21/20	15
10213	Danny	8:55	Seaview	Symphony	PORT Theatre	01/21/20	60
10213	Danny	10:30	PORT Theatre	Symphony	Seaview	01/21/20	60
10213	Danny	12:15	PORT Theatre	Symphony	Brechin	01/21/20	45
10213	Danny	12:15	PORT Theatre	Symphony	Discovery Montessori	01/21/20	23
10213	Darin	9:00	Uplands	Symphony	PORT Theatre	01/21/20	44
10213	Darin	10:30	PORT Theatre	Symphony	Uplands	01/21/20	44
10213	Darin	10:10	Cinnabar Valley	Symphony	PORT Theatre	01/21/20	49
10213	Darin	12:15	PORT Theatre	Symphony	Cinnabar Valley	01/21/20	49
10213	Dennis	9:00	Pleasant Valley	Symphony	PORT Theatre	01/21/20	48
10213	Dennis	10:30	PORT Theatre	Symphony	Pleasant Valley	01/21/20	48
10213	Doug	9:00	Randerson Ridge	Symphony	PORT Theatre	01/21/20	52
10213	Doug	10:30	PORT Theatre	Symphony	Randerson Ridge	01/21/20	52
10213	Gord	10:30	PORT Theatre	Symphony	Departure Bay	01/21/20	44
10213	Gord	10:30	PORT Theatre	Symphony	Cilaire	01/21/20	33
10213	Jim	10:15	Chase River	Symphony	PORT Theatre	01/21/20	38
10213	Jim	10:05	Cedar	Symphony	PORT Theatre	01/21/20	39
10213	Jim	12:15	PORT Theatre	Symphony	Chase River	01/21/20	38
10213	Jim	12:15	PORT Theatre	Symphony	Cedar	01/21/20	39
10213	Ken	9:00	Rock City	Symphony	PORT Theatre	01/21/20	49
10213	Ken	10:30	PORT Theatre	Symphony	Rock City	01/21/20	49
10213	Mark	8:55	Frank J Neg	Symphony	PORT Theatre	01/21/20	65
10213	Mark	10:30	PORT Theatre	Symphony	Frank J Neg	01/21/20	65
10213	Mark	10:15	Park Ave	Symphony	PORT Theatre	01/21/20	45
10213	Mark	12:15	PORT Theatre	Symphony	Park Ave	01/21/20	45
10213	Martin	10:30	Brechin	Symphony	PORT Theatre	01/21/20	45
10213	Martin	10:15	Discovery Montessori	Symphony	PORT Theatre	01/21/20	23
10213	Martin	9:05	Departure Bay	Symphony	PORT Theatre	01/21/20	44
10213	Martin	9:00	Cilaire	Symphony	PORT Theatre	01/21/20	33
10213	Martin	10:15	Ecole Quarterway	Symphony	PORT Theatre	01/21/20	57
10213	Martin	12:15	PORT Theatre	Symphony	Ecole Quarterway	01/21/20	57
10213	Parry	9:00	Coal Tye	Symphony	PORT Theatre	01/21/20	46
10213	Parry	10:30	PORT Theatre	Symphony	Coal Tye	01/21/20	46
10213	Parry	10:15	Georgia Avenue	Symphony	PORT Theatre	01/21/20	51
10213	Parry	12:15	PORT Theatre	Symphony	Georgia Avenue	01/21/20	51
10213	Rick	8:40	Gabriola	Symphony	PORT Theatre	01/21/20	49
10213	Rick	10:30	PORT Theatre	Symphony	Gabriola	01/21/20	49
10213	Rick	10:00	Ecole North Oyster	Symphony	PORT Theatre	01/21/20	41
10213	Rick	12:15	PORT Theatre	Symphony	Ecole North Oyster	01/21/20	41
10213	Rob	9:00	Forest Park	Symphony	PORT Theatre	01/21/20	44
10213	Rob	10:30	PORT Theatre	Symphony	Forest Park	01/21/20	44
10213	Rob	10:15	Mountain View	Symphony	PORT Theatre	01/21/20	51
10213	Rob	12:15	PORT Theatre	Symphony	Mountain View	01/21/20	51
10213	Route 2	8:55	Ecole Hammond Bay	Symphony	PORT Theatre	01/21/20	57
10213	Route 2	10:30	PORT Theatre	Symphony	Ecole Hammond Bay	01/21/20	57
10213	Route 4	9:00	McGirr	Symphony	PORT Theatre	01/21/20	69
10213	Route 4	10:30	PORT Theatre	Symphony	McGirr	01/21/20	69

Therapeutic Swim

This program is available to all the special need's students in the district and they go to Beban pool every Friday from October to April. The program is organized by the Inclusion Support Coordinator, she supplies a list of all participants by school, number of students, number of EA's and wheelchairs. We take that list and set up runs to ensure all students get to the pool in time to participate in the one-hour program and then take them back to the schools afterwards. Participants come from most schools, so many buses are involved.



The time to get them there is critical so more buses are involved getting them to the event than back to the schools. The return is where we can save the district some money but there are pressures from schools to get the EA's back to the schools as soon as possible as many of them do noon hour supervision. Another issue that increases cost is often a student is absent or unable to swim and we are not notified to cancel that pickup for that day. Example of the schedule below:

Trip ID	Bus #	Dep. Time	Group	Dept.	Destination	Pass.
	680	09:20 AM	Park Ave	WHEEL CHAIR	Beban Pool	2
	681	09:20 AM	Coal Tyee	Learning Support	Beban Pool	8
	681	09:25 AM	Rock City	WHEEL CHAIR	Beban Pool	2
	2682	08:50 AM	Mountain View	Learning Support	Beban Pool	5
	2682	09:05 AM	Bayview	Learning Support	Beban Pool	8
	2682	09:15 AM	Gabriola	Learning Support	Beban Pool	2
	5681	08:45 AM	Frank J Ney	Learning Support	Beban Pool	8
	5681	08:55 AM	Uplands	Learning Support	Beban Pool	7
	5681	09:15 AM	Randerson Ridge	Learning Support	Beban Pool	8
	5681	09:20 AM	Seaview	Learning Support	Beban Pool	4
	5683	08:45 AM	Cedar Elementary	Learning Support	Beban Pool	7
	5683	08:55 AM	Chase River	Learning Support	Beban Pool	8
	5683	09:00 AM	Cinnabar Valley	Learning Support	Beban Pool	4
	5683	09:25 AM	Forest Park	Learning Support	Beban Pool	8
	20680	08:45 AM	North Oyster	Learning Support	Beban Pool	2
	20680	09:00 AM	Ladysmith Primary	Learning Support	Beban Pool	4
	20681	08:32 AM	Gabriola	Learning Support	Beban Pool	2
	A2680	09:15 AM	Cilaire	Learning Support	Beban Pool	2
	A2680	09:20 AM	Departure Bay	Learning Support	Beban Pool	5
	A2680	09:25 AM	Rock City	Learning Support	Beban Pool	5
	A6682	09:00 AM	Pleasant Valley	WHEEL CHAIR	Beban Pool	6
	A6682	09:15 AM	Frank J Ney	WHEEL CHAIR	Beban Pool	4
	681	11:00 AM	Beban Pool	WHEEL CHAIR	Pleasant Valley	6
	681	11:00 AM	Beban Pool	WHEEL CHAIR	Frank J Ney	4
	681	11:00 AM	Beban Pool	WHEEL CHAIR	Rock City	2
	20680	11:00 AM	Beban Pool	Learning Support	Chase River	8
	20680	11:00 AM	Beban Pool	Learning Support	Cedar Elementary	7
	20680	11:00 AM	Beban Pool	Learning Support	North Oyster	2
	20680	11:00 AM	Beban Pool	Learning Support	Ladysmith Primary	4
	A2681	11:00 AM	Beban Pool	Learning Support	Coal Tyee	8
	A2681	11:00 AM	Beban Pool	Learning Support	Forest Park	8
	A2681	11:00 AM	Beban Pool	Learning Support	Departure Bay	5
	A2681	11:00 AM	Beban Pool	Learning Support	Cilaire	2
	A2681	11:00 AM	Beban Pool	Learning Support	Bayview	8
	A4680	11:00 AM	Beban Pool	Learning Support	Rock City	7
	A4680	11:00 AM	Beban Pool	Learning Support	Uplands	7
	A4680	11:00 AM	Beban Pool	Learning Support	Randerson Ridge	8
	A4680	11:00 AM	Beban Pool	Learning Support	Seaview	4
	A4680	11:00 AM	Beban Pool	Learning Support	Frank J Ney	8
	A8681	11:00 AM	Beban Pool	WHEEL CHAIR	Mountain View	5
	A8681	11:00 AM	Beban Pool	WHEEL CHAIR	Park Ave	2
	A8681	11:00 AM	Beban Pool	WHEEL CHAIR	Gabriola	2
	A8681	11:00 AM	Beban Pool	WHEEL CHAIR	Cinnabar Valley	4
	20681	12:15 PM	Beban Pool	Learning Support	Gabriola	2

Swim to Survive

Another district-wide program that is not charged to the schools. This has been set up by district staff, who assembles the swim schedule and we set up the busing schedule below that is distributed to the schools. There is one in the fall/winter for Grade 3's and one in Spring for grade 7's. They all involve 3 sessions in the pool or in June, Westwood lake for one session of the three sessions. Each class is limited to the number of instructors the pool can supply. The class sizes for Spring 2020 were quite large so there were limited opportunities to share buses.



Leg 1 Charges- The driver would normally get back to the yard at 8:45, so his route time covers the costs to that time. There would be no charge for mileage as the NAC is adjacent to the bus yard and again the route would cover the cost of the mileage as he would return to the yard anyway. Charges for Leg 1 - 30 minutes \$17.00

Leg 2 – Charges - Most senior driver available would be assigned the charter, pickup and load at 11:30, travel to North Oyster Elementary offload, check the bus for any items left on board, return to the yard, no other charters to follow. Mileage would be 46km and the time would be approximately an hour. Charges for Leg 2- 46km and one hour - \$95.50

Charter total cost would be \$112.50

- **1a -Variation on example 1, same charter but the driver has another charter at 12:15 at Mcnabbs Corn Maze to Bayview Elementary**

The North Oyster charges would be reduce to 23km and 30 Minutes for the Leg 2 as now the driver will be going to McNab's to pick up Bayview, so the second leg of the charter would now cost \$45.75 and the total cost of the charter would be reduced to \$62.75.

Bayview would have reduced costs for the return leg of their charter as they are not incurring the cost of an empty bus coming from Nanaimo to pick them up. (Macnab's is 3 km from North Oyster Elementary)

- **1b - Same as example 1 but departure time is 10:00 and return 12:30 and no other charters.**

This would result in a substantial increase in costs, there is no advantage, no buses nearby and the departure and return times do not line up with any bus routes (North Oyster's PM dismissal bell is at 2:06PM). The cost would be \$95.50 for each leg total \$191.00

- **2-Ladysmith Primary to the Nanaimo River Fish Hatchery Departure 8:40AM, return requested for 2:10PM**

Leg 1 - Ladysmith Primary to Nanaimo River Fish Hatchery, the closest route buses would be at North Oyster Elementary, the bus would pick up at the Primary, drop off at the Hatchery and return to the yard, driver time would start at 8:45 (normal return time to the yard) and mileage would be covered except for the portion from North Oyster to the Primary back to Cedar Road and the Highway, this is mileage over and above the normal route mileage to return to the yard. With loading and drop off at Hatchery time would be approximately 45 minutes and the mileage would be 17km. Leg 1 cost \$50.75.

Leg 2 – The requested time of return conflicts with the closest bus routes, even though Ladysmith Primary is a bused school the buses that go there start at North Oyster Elementary with a bell time of 2:06. We would first ask them to change the departure time to 1:35 so they could use one of the route buses and save costs, total cost for the trip would be \$101.50. If that was not a possibility and they stuck with the 2:10 return time we have three routes that service high schools that do not have to be at the schools until 3:00pm (Tuesday – Wednesday – Thursday), they would have time to take the charter to Ladysmith Primary and get to there routes, but the Primary would be paying driver time and mileage from the yard and back. Total cost for the trip would be \$151.25.



- **3-Randerson Ridge Elementary to Port Theater departure 8:40, return 2:00.**

Randerson is not a bused school the closest bus route is Route 1 that serves Pleasant Valley, that bus would be dispatched for this charter both ways, the charges would be minimal as the times are close to the route times and the mileages would be nominal as well. IF there was also a charter at Pleasant Valley going to the Port Theatre, the next closest bus would be the Mountain View bus, so it would be dispatched to Randerson and the Pleasant Valley Bus would stay at Pleasant Valley. The charges would be higher to accommodate the increased travel time and mileage incurred from Mountain View.

- **4-Discovery Montessori, multiple charters to Nanaimo Ice Centre. Departure A-10:00AM, B-11:15, C-12:30PM, Returns A- 11:30AM, B-12:45PM and C-2:00PM.**

Would assign one driver to all three charters, the pickup and returns tie in together minimizing costs and miles, cost would be around 2.5 hours and 30km, at the higher rate for outside charters total cost would be \$145.60.

- **5 – School Track meet. Pleasant Valley Elementary to Rotary Bowl 260 riders. Departure 8:50AM, return 2:00PM.**

This charter would require 4 buses each way, the Pleasant Valley Bus, the Mountain View Bus, would have minimal mileage and time for both directions, but the other two buses would have to come from other schools, such as Cedar Elementary so there mileage/time would be incurred from the yard (where they usually finish the morning) and Pleasant Valley back to the Rotary Bowl and reversed for the afternoon. Breakdown of costs.

Pleasant Valley Bus – 0 mileage – approximately .5 hours in time both legs of the trip

Mountain View Bus –24km – approximately 1 hour in time for both legs of the trip

Cedar Elementary Bus 1 - 44Km – approximately 1.25 hours in time for both legs of the trip

Cedar Elementary Bus 2 - 44Km – approximately 1.25 hours in time for both legs of the trip

Total cost 112km and 4 hours = \$292

COST SAVING SUGGESTIONS:

Book trip with Transportation as early as possible and no later than Wednesday of the week previous to the trip.

Ensure all trip information provided to Transportation is accurate.

Call Transportation Staff to discuss the trip and we will provide suggestions for that particular trip.

Book trips at times most convenient for buses to be available i.e. between bus route times.

If your school receives daily school bus service, book the trip as close to bus times as possible i.e. arrange to leave your school at school start time to take advantage of the bus or buses already being at your school.

Maximize the efficiency of the bus and have another class join in on the trip – even from another school.



If possible, book the trip on days where there are not as many trips i.e. Fridays are always busy with the Therapeutic Swim Program and early dismissals.

FAQ

How much does a charter cost?

Charter costs can vary dramatically. Factors can be: time of day, school location, destination location, bus availability, amount of other bus requests at that time/on that day, number of passengers, the group being on time at both ends of trip, trip destination/length of trip (mileage & time), and many other possibilities.

Why did the same trip my class took cost more than another classes trip to the same location?

As mentioned above, various reasons can affect the cost of a trip. As an example, your school might have more than one trip booked and the buses are coming from different areas of the District which causes one to use more time and mileage to arrive at your school than the other.

OR

Your school may receive daily school bus service and a bus that completes its morning bus route at your school may have been available for one trip but not the other again, causing more time and mileage to be used.

OR

The trips may have been booked at different times where a bus was not close to your school and had to be driven from the Facilities Compound, causing more time and mileage to be used.

How many students/staff can ride a bus?

Secondary – 56 maximum

Elementary – 84 maximum (Adults or adult size students only being able to sit 2 per seat changes capacity according to the number of adults or adult sized students)

Special Needs Buses – Up to 3 wheelchairs and 21 passengers

Can we do charters for sports teams, college students, adult trips?

Our buses are only licensed to carry students in public or private schools, K-12. If the sports team is part of a school program, we can provide the charter service. We cannot provide services to college students or programs. We have provided services to adult programs that are part of a program operated by our school district.