



Section Optimization – Bell Time Changes	Page 1 of 1
	Date : October 15, 2010 Amended : October 23, 2013 Amended : June 14, 2018

Statement	<p>Optimization of routes will be done annually to ensure the most efficient and effective use of transportation funding. In order to improve efficiency in bus routes there may be changes required to school bell times (start and end times) in order to facilitate multi-routing. These requests will be brought forward, annually, to the Board of Directors.</p>
Procedures	<p>WESTS will conduct bell time reviews each February as part of the optimization function to determine if efficiencies can be realized through changes to school bell times. WESTS will look at bell time changes that will allow buses to be multi-routed or to shorten time and distance on routes.</p> <p>If a bell time change is required in order to optimize routing the General Manager will contact the board administration and the principal from the affected school(s) to ensure that all issues are considered when making the recommendation.</p> <p>A bell time change report will be brought forward to the Board of Directors by the end of April, at the latest, for final decision. The report will include the rationale for the recommendations, comments from the school administration and any costs or savings associated with the changes being recommended. Any internal processes for the coterminous boards will be followed to implement approved bell time changes.</p> <p>Bell time listings will be updated by WESTS on an annual basis and provided to each board.</p>

Approved by motion: #ETC 10-13

Dated: November 10, 2010

Amended by motion: #GC-11-01

Dated: November 21, 2013

Approved by BOD

Dated: June 21, 2018