



Section Optimization – Bell Time Changes	Page 1 of 1
	Date : March 20, 2024

Statement	<p>Optimization of routes is considered annually to ensure the most efficient and effective use of transportation resources. School bell time changes (start and end times) to facilitate multi-routing (buses used for multiple school runs) is a method of route optimization. WESTS brings recommendations forward, annually, to the Board of Directors.</p>
Procedures	<p>WESTS will conduct bell time reviews each February as part of the optimization process to determine if efficiencies can be realized through changes to school bell times. Optimizations include multi-routing buses and/or to shorten time and distance on routes.</p> <p>School Principals may request a bell time review and, in doing so, are required to follow their applicable School Board policies and/or procedures.</p> <p>In making a recommendation for a bell time change the General Manager will contact the board administration and the principal from the affected school(s) to ensure that all issues are considered.</p> <p>A bell time change report detailing any recommendations 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 and board administration and any costs or savings associated with the changes being recommended.</p> <p>Bell time listings will be updated by WESTS on an annual basis and provided to each School Board.</p>