



Operations

December 6, 2019

Re: **New Austin Elementary School Bus Service**

Dear Parents,

In January, the new Austin Elementary School is scheduled to open and as a result of redistricting, student's transportation status will change. To eliminate confusion during this process, the board/district has decided to temporarily allow those students who were receiving transportation and are no longer eligible to continue receiving service through the 2019-2020 school year or until June 30, 2019. Effective July 1, 2020 or the 2020-2021 school year, students living in the attendance area of Austin ES and at least 1 mile from the school will receive transportation. Students living less than 1 mile are not eligible to receive transportation. A copy of Board Policy ED is included for your review.

The Board shall provide bus transportation for students:

1. living in the attendance area of and at **least 1 mile** from their neighborhood elementary school;
2. living in the attendance area of and at least 1-1/2 miles from their neighborhood middle or high school;
3. that is required to receive transportation by federal or state law; or
4. enrolled in a school choice program, per the eligibility standards set forth in the "Transportation Requirements" section of the latest "School Choice Programs Catalog."

Bus transportation service and/or lease of school buses may be utilized by outside entities if permitted by local, state, and federal law and if an agreement for such use is approved by the Board of Education.

All vehicles used and drivers employed for transportation purposes shall conform to the specifications, standards, requirements, and qualifications established by the transportation department. Students will receive instruction annually in safe riding procedures. Bus drivers shall read the bus guidelines and safety procedures to students on the first day of school. Monthly reviews will be conducted in an attempt to enhance the safety of children being transported.

Operational procedures will be developed and reviewed annually by the Transportation Department for approval by the Superintendent or designee. These procedures will include but are not limited to:

1. Student Rights and Responsibility Handbook (School Bus section)
2. School Bus Driver's Manual
3. Bus Stop Safety Guidelines
4. Transportation Request Manual

In closing, thank you for your patience and understanding.

Sincerely,

Fleet and Special Transportation Operations Department
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