

Student Transportation Information For NCLB Public School Choice

The Department of Education (DOE) has determined your child may transfer to another public school, including a public charter school, that is acceptable and space is available at the "NEW" school. So, you should know:

- If your school of choice is in your home school area and there are school buses running, you should complete and return to the "NEW" school:
 - **Pre-paid Bus Pass Application**
 - **Form CS-101** (Request for Student to Ride School Bus On a Space Available Basis).
 - The "NEW" school will complete the forms and send them to the Student Transportation Services (STS).
 - If there is space on the bus, STS will complete and return the forms to the "NEW" school who will give your child a bus pass.
- If there is no space on the bus OR if your school of choice is not serviced by the school bus, you may drive your child to the "NEW" school and get paid. You need to complete and return to the "NEW" school:
 - **Form CS-103** (Request for Private Car Mileage Reimbursement) packet.
 - The "NEW" school will complete the forms and send them to STS.
 - STS will calculate your daily payment amount by measuring the distance from your home to the "NEW" school minus 1 mile.
 - **Every month** you must complete and turn in to the "NEW" school a PARENT AUTOMOBILE MILEAGE VOUCHER to be paid for every day your child is in school.
 - The "NEW" school will check your child's attendance and send the Mileage Voucher to STS who will process the forms.
 - If you are not able to drive your child to your school of choice, call the "NEW" school for more instructions.

IMPORTANT THINGS TO REMEMBER

- Your child must carry the bus pass every day and show it to the bus driver every time he/she rides the bus.
- If your child loses the bus pass or it gets damaged, call the school to find out what you need to do to get a replacement bus pass.
- The bus pass is good for **ONE** school year. Every school year you need to apply for a new bus pass.
- If you receive Private Car Mileage Reimbursement, you need to apply for the reimbursement every school year.
- If a large number of students transfer to another public school, STS reserves the right to provide regular education school bus services and private car mileage reimbursement will cease.
- If your child is a special education student and you would like to have the choice to send your child to a school of your choice, you must request a meeting to change your child's IEP to reflect the choice. If approved by the IEP team, you will be responsible for completing and submitting the paperwork in accordance with Chapter 13 guidelines.
- **FEDERALLY FUNDED TRANSPORTATION CHOICES WILL STOP IF ALL FUNDS ARE SPENT OR YOUR CHILD'S HOME SCHOOL IS NO LONGER "IN NEED OF IMPROVEMENT" OR "CORRECTIVE ACTION."**
If you choose to have your child remain at the "new" school, federally funded transportation choices will not be accommodated.