



TRANSPORTATION UPDATES

PREPARING YOUR STUDENTS FOR THE 2019-20 SCHOOL YEAR



As the 2018-19 school year comes to a close, Denver Public Schools (DPS) Transportation Services would like to thank you for a great year. DPS Transportation is a gateway to academic achievement, facilitating equal access to all eligible students and meeting the needs of parents. Please review the information we have provided in this handout, which outlines tips to prepare for the upcoming school year.

New School Year Action Items

Helpful steps for your family to take to be prepared for the first day of school

✔ Make sure your contact information is updated

It is important that you maintain an accurate address for every student attending school as transportation services will be provided for eligible students to and from their residential address. Address changes are only processed at your assigned school's front office.

✔ Check the Parent Portal/Transportation Website for bus information

For students not riding the Success Express Shuttles, bus route information for eligible students will be available on the transportation page in the Parent Portal beginning in late July/early August. For students riding the Success Express Shuttles, schedules are available in late July/early August at transportation.dpsk12.org. We recommend checking bus information several times prior to the first day of school, as information can change.

✔ Complete online Exception Request form if needed

If no bus information is present in the Parent Portal, and your student is not eligible for the Success Express Shuttle, your student may not be eligible for transportation. You can complete the online Transportation Exception Request form via the portal. Requests for a transportation exception for the 2019-20 school year may be submitted beginning Monday, July 15 through Friday, July 26. Decisions will be communicated by Friday, August 16. All decisions on Exception Requests will be communicated via email to the submitter's email.

✔ Obtain a NEW or Replacement +Pass

New or replacement +Pass should be requested by the secretary in the front office of the student's school. The secretary will then issue a temporary +Pass for the student to use in the meantime, while the permanent +Pass is being processed and printed. Families can also obtain a +Pass by coming to the Transportation Services Administration Building beginning in August. Hours: 8 a.m.-12 p.m.; 1-4 p.m. | Location: 2909 W 7th Ave., Denver 80204. **Please note: +Pass cards that were distributed during the 2018-19 school year will continue to work for the 2019-20 school year**

✔ Communicate with us

Transportation.dpsk12.org has detailed information on all of these areas and is a great place to start. If you still have questions, reach out to us via email at transportation@dpsk12.org or call our routing services team at 720-423-4699 during normal business hours Monday through Friday.



Bus Bulletin

REMINDERS FOR 2019-20
SCHOOL YEAR

If you have a student who rides the school bus, DPS Transportation offers Bus Bulletin that allows the district to notify you of real-time information and updates about your student's bus service. Family members are notified when buses are running more than 10 minutes late due to an emergency, mechanical or weather delay by text message, email and/or voice notifications.

Family members of transportation-eligible students are automatically enrolled to receive both voicemail and email notifications from Bus Bulletin, based upon the phone number and email address provided when the student was registered for school. Families are encouraged to log into the Parent Portal to verify/update Bus Bulletin information to reflect the most up-to-date contact info.



TRANSPORTATION WEBSITE:

Transportation Services has worked diligently throughout the 2018-19 school year to revamp transportation.dpsk12.org to provide families and students with important transportation information. Families can submit feedback on our services, as well as submit a Lost Items Check Request. We encourage all to visit the transportation website to get informed of all the services we offer and stay up-to-date with any changes.



Special Education Transportation

Helpful information to help you prepare for the first day of school

For students identified for special education services, the Individualized Education Program (IEP) designation will determine if your child requires transportation. Transportation Services must receive complete and accurate information regarding your student's special needs from the Office of Student Equity and Opportunity to ensure safe transportation. The Transportation Information Form is required before transportation service begins. In accordance with the Family Education Rights and Privacy Act (FERPA) all personal information regarding students is strictly confidential.

About the Process

Families of students with special needs, whose IEP has transportation as a related service, should start the process by reaching out to their student's special needs teacher. An online 1066 form must be completed by the student's teacher, or school representative, and submitted to DPS Student Equity and Opportunity (SE&O). Once the form has been received, the SE&O support partner will coordinate transportation with DPS Transportation Services directly.

Timeline for Processing Transportation Requests

Once the SE&O OSII submits the request to Transportation Services, it can take up to 10 business days to process the request. This time frame can take longer if address and contact information is not up-to-date. In order to assist with reducing the delay of transportation arrangements at the start of the school year, families of students with special needs will receive notification reminders during the summer months, to make sure that their information is up-to-date.

Who to Contact with Questions

All questions about the process of setting up and maintaining special education transportation must go through your special education teacher to the SE&O support partner. Families should only reach out to Transportation Services directly to submit feedback on a driver (transportation@dpsk12.org), or report student absences.

Reporting Student Absences:

- Students riding Yellow Bus: 720-423-4624 DPS Radio Dispatch
- Students using American Logistics Company 855-292-4364, option 1

Additional information about this process can be found at transportation.dpsk12.org/eligibility-and-routing/special-education-services/.