Dear Parent/Guardian/Student,

Your child(ren) or you, as an unaccompanied homeless youth, are currently eligible for the McKinney-Vento program. Per the McKinney-Vento Act, transportation will be provided to your child(ren) or you, as an unaccompanied youth, to and from school.

The following describes our agreement with you regarding transportation:

**Pick-Up**

Students must be at the bus stop 5 minutes before arrival time provided to you by the transportation department at the approved pick-up and drop-off location. Drivers cannot wait for students.

**Drop-Off**

An adult pre-approved by parents and guardians must be present at the bus stop to pick-up students too young to be left unsupervised. The transportation department will provide the time that the adult must be present for pick-up of students; parents and guardians must notify the liaison or the transportation department if an adult other than the parent or guardian will be picking-up the student.

**Communication of Absences or Alternate After-school Transportation**

If a student is going to be absent from school and therefore does not need transportation for part or all of a day, parents or guardians must call the \_\_\_\_\_\_\_\_\_\_\_\_ Transportation Department (phone #)no later than 5:30 a.m. on the day of the absence or before school is out of session for the day - so the driver can adjust the route accordingly.

**Driver’s Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Pick-up/Drop off location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Pick -up time\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Drop-off time\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*Violating the Pick-up, Drop-off, or Absence agreement more than \_\_\_\_\_\_\_\_\_\_\_\_time will result in a reevaluation of the agreed upon transportation services provided.*

**Behavioral Expectations**

Students and parents are expected to follow the \_\_\_\_\_\_\_\_\_\_ School District policies for behavior. Disciplinary actions for students who violate the behavior policies will be followed as they are for any student in the district.

If the district fails to provide the agreed upon transportation services, the liaison should be contacted. The district McKinney-Vento Liaison \_\_\_\_\_\_\_\_\_\_\_ may be reached at (phone #).

If a student’s residence changes, the transportation department must be contacted within 24 hours to allow for transportation to be arranged. Transportation requests and changes may take up to 2 days to be routed, so temporary transportation may be provided while routing is arranged. The transportation department may be contacted at (phone #).

Please sign below to acknowledge that you understand and agree with these expectations and terms.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Parent/Guardian/UHY Name (Printed) Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Name of Liaison (Printed) Signature