



TRANSPORTATION RESOURCE GUIDE

The Transportation Department works diligently to ensure safe, effective, and efficient school transportation. As part of our service, we have created this resource guide to assist our community and school staff with their transportation questions.

Ridership Eligibility

Free Transportation: Elementary students must live more than 1½ miles from the school designated for attendance; middle school students must live more than two miles; high school students must live more than three miles. Economic status does not automatically qualify a student to obtain transportation consideration.

Student eligibility is also affected by walk-path hazards such as railroad crossings, traffic volume and speed, and intersection controls for vehicle and pedestrian traffic. The following information is issued as a guideline only in the determination of safe walking routes to school. Determining the safety of locations is best done on an individual basis after considering all of the relevant information and circumstances.

Freeway: Not safe to cross unless at an overhead footway or underpass provides a clear walkway.

Main Traffic Routes (heavy traffic areas): Considered safe if crossed at pedestrian traffic lights, intersections controlled by traffic lights with pedestrian activation and phasing or, over or underpasses. Pedestrian access to walkways is sufficiently far away from the traffic flow and consistent. Crossing guards are available.

Main Traffic Routes (medium to light traffic area): Considered safe if crossed at pedestrian traffic lights, intersections controlled by traffic lights with pedestrian activation and consistent walkways. Pedestrians must also have an adequate view of vehicles approaching from both directions. Crossing guards may be available based on volume of traffic and speed.

Residential Streets: Considered safe to cross providing pedestrians are not obscured from motorists because of a bend road or hill. There is a consistent walkway for students.

Recreation areas etc.: These are not normally regarded as being “safety” issues unless there is some danger resulting from vehicular traffic.

As a general rule recreation areas are considered to be part of a normal walking route if they are in an established residential area and the entire walking route is clearly visible from its extremes at all times.

Resolution: If it is determined that the walking area is hazardous by the criteria outlined, the solution may be to provide busing or provide an adult crossing guard at the hazardous location. The decision to implement bus service or provide a guard will be made based on the degree of hazard and the most practical and safest resolution to the circumstance.

Discretionary Transportation: Students may be considered for transportation on a discretionary basis. Transportation Route Specialists will determine availability of space on an existing route; stops cannot be created. Buses are considered full when ridership exceeds 70 percent of capacity for the entire route. Because the Transportation Department has to determine actual ridership at the beginning of each school year, discretionary requests will not be reviewed or approved until October 1 or later.

Open Enrollment: Students approved for within-district open enrollment may request discretionary transportation to the receiving school. Transportation Route Specialists will determine availability of space on an existing route; stops cannot be created. Buses are considered full when ridership exceeds 70 percent of capacity for the entire route. Because the Transportation Department has to determine actual ridership at the beginning of the school year, discretionary requests will not be reviewed or approved until at least October.

Bilingual/ELL Programs: The Bilingual/ELL Coordinator in Intercultural Programs must approve students eligible for these programs, and in need of transportation services. The secretary at the assigned building will complete the Transportation Request Form for new students and submit to Transportation.

Special Education: Students eligible for special education transportation are determined by the building staffing team. The building secretary makes transportation requests in conjunction with the Special Education Consultant via the Transportation Request Form. Special education students may qualify for services under other District procedures (i.e., distance).

Request for Exceptions: Written requests for exception or special consideration may be made by the building principal to the Transportation Department for review.

DART

DART buses service several DMPS middle and high schools. Eligible and assigned students are issued a “Ride DART Free” sticker or image for their student ID allowing access to regular and special to/from school DART routes. All other middle and high school students may ride regular DART routes with their student ID after 4:00pm on weekdays, on weekends, and during breaks at no charge (no sticker needed).

STUDENT TRANSPORTATION & FIELD TRIP REQUEST PROCESS

Forms for student transportation requests and field trip requests are electronic and available for DMPS staff on Sharepoint. DMPS does not have unlimited capacity to provide buses for field trips, and so occasionally other trip dates with bus availability may need to be considered.

CONTACTS

The following transportation office staff members are at your service; please direct questions to the individuals listed below via e-mail or phone:

Main Dispatch Line

242-7887

Dispatch is typically staffed on regular school days from 5:00am-5:00pm

Route Specialists – See Route Specialist Assignment page

Sherry Bickett, Route Mgr. Specialist 242-7994

Kevin Williamson, Route Specialist 242-8133

Kara Longfield, Route Specialist 242-8135

Field Trip Coordinator

Les Secor 242-8136

Transportation Specialist

Connie Mangra 242-7722

Department Secretary

Mona Fiscus 242-8253

Transportation Department Manager

Todd Liston 242-7832

ROUTE SPECIALIST ASSIGNMENTS BY SCHOOL

Kara Longfield	Kevin Williamson
242-8135	242-8133
Office Hours: 8:30a-5:00p	Office Hours: 5:00a-1:00p
Blank Hospital	DM Alt @ CC
Bridges @ McKee	Brody
Brubaker	Callanan
Capitol View	Carver
Cowles	Cattell
East	Central Campus
Focus	Edmunds
Garton	Findley
Goodrell	Grandwood
Greenwood	Harding
Hanawalt	Howe
Hiatt	Jackson
Hillis	Jefferson
Hoover	Lincoln
Hoyt	Lovejoy
Hubbell	Madison
King	McCombs
Lutheran Hospital	McKinley
Mercy Franklin	Mitchell
Meredith	Morris
Merrill	Moulton
McKee	North
Monroe	Oak Park
Pace	Park Avenue
Perkins	Riverwoods
Phillips	Roosevelt
Pleasant Hill	Smouse
Samuelson	South Union
Scavo	Stowe
Stowe	Studebaker
New Sights	Van Meter
Washington	Walnut Street
Willard	Weeks
Windsor	Wright
Woodlawn	