

**FEE-BASED STUDENT TRANSPORTATION PROGRAM**  
**FREQUENTLY ASKED QUESTIONS**

**How do I apply for transportation?** *Please check each school residence listing on the website to be sure your home address qualifies for regular education transportation for the schools listed below. Bus pass sales will continue while space is available; a waitlist will be developed once our buses reach full capacity. If you wish to apply for transportation for a special education student, please call 408-252-3000, extension 61119.*

- **DeVargas Elementary and Cupertino Middle School Lottery:** (Held annually in the spring for transportation the following school year.) Please go directly to the individual school sections of the website for detailed instructions on how to apply to the annual lottery. If you want to apply for transportation after the lottery has already been held, please email [busforfee@cusdk8.org](mailto:busforfee@cusdk8.org) for further instructions.
- **Stevens Creek, Montclair, and Eisenhower Elementary Schools:** Sales Begin July 30 of each year and continue on a first-come/first-serve basis while supplies last. Bus Pass applications are available to download on the transportation section of the “For Families” content tab on the District website: [www.cusdk8.org](http://www.cusdk8.org). Hard copies are also available in the Business Services Department located at 1309 S. Mary Avenue, Suite 150 in Sunnyvale.

**Prior to purchase, a bus stop will be assigned by Transportation based on a student’s residence. Parents must email [busforfee@cusdk8.org](mailto:busforfee@cusdk8.org) to request the assigned bus stop, prior to purchasing a bus pass.**

The business office is open for bus pass purchases Monday to Friday from 1:00 p.m. to 4:00 p.m. We accept credit/debit card payments in person or you may mail your application and check payable to CUSD to the address above – be sure to write Suite 150 on the envelope. Our apologies, but we no longer accept cash.

**Can the District add more buses?** The District is aware of the hardship many families experience in getting children to and from school, especially when children are attending more than one school. The District must provide mandated transportation for programs such as special education. Any additional transportation capacity is used for the District’s Fee-Based Transportation and other essential District programs.

Please know that an expansion of fee-based transportation would involve purchasing additional buses; hiring additional bus drivers, dispatchers, maintenance personnel, and District staff to oversee the program; additional maintenance costs; and the purchase or lease of a corporation yard large enough to house additional buses. Some parents have expressed a willingness to pay the cost to expand the program; however, these costs would be quite prohibitive. For example, the purchase of a new bus would cost well over \$100,000. The District will continue to offer transportation for a fee as long as we are able to use our current bus fleet and personnel, and will continue to review the program on a yearly basis.

**What is the cost?** Fees may be adjusted each year in an effort to cover the cost to provide the program and are Board approved. Therefore, applications may be revised on a yearly basis to reflect any changes in fees. Please be sure to complete the application for the current school year only. Free/Reduced-Fee bus pass applications are available. Contact Student Nutrition Department at [cusdk8nutrition.com](http://cusdk8nutrition.com) or 408-252-3000, extension 61302.

**Can I get a refund?** Pro-rated refunds will be issued as of the **date the bus pass is returned to Business Services or the school office**, and a refund check is mailed to your home address within approximately two weeks. If you have moved, please let Business Services and the school know your new address and contact information. **For security reasons, bus passes are not transferable and must remain with the student who originally purchased the pass.**

**What type of transportation is available?** The District offers round-trip or one-way transportation (morning or afternoon only) as well as annual or semester (half-year) terms. These options and the various pricing are shown on the bus pass application which is updated each school year.

**How do I get information on bus schedules or bus stops?** Students are dropped off and/or picked up at already established bus stops. We do not offer door-to-door service. Students keep the same bus stop for pick-up and drop-off, as we do not customize stops. Bus schedules are posted at school sites by mid-August of each year. Bus stops are not posted on our District website due to safety concerns. Bus stops, routes and schedules are subject to change.

**Prior to purchase, a bus stop will be assigned by Transportation based on a student's residence. Parents must email [busforfee@cusdk8.org](mailto:busforfee@cusdk8.org) to request the assigned bus stop, prior to purchasing a bus pass.**

Please note release times may be different for primary students (TK through grade 3) and upper-grade students (grades 4 and 5) who are typically released later than the younger students. In addition, there will be different bus schedules for the days indicated below, and bus schedules are adjusted accordingly. There may be different drivers as well.

- Tuesdays are early-dismissal days for students in grades 1-5
- Wednesdays are late-pickup days for all middle school students

**What if my student misses the bus?** If your child misses the bus to school, the parent/guardian is responsible to transport their child to school. If your child misses the bus home, the child should report to the school office. Office staff will contact the parent/guardian so they may arrange transportation home.

**How do I know if the bus is late?** District buses run on a very tight schedule. If a parent or students arrives at their stop 5 minutes early and the bus has not yet arrived, please stay at the stop. The bus will arrive as soon as possible. If you suspect your student has missed the bus or that the bus is running off schedule, please contact the District's Transportation Office at (408) 252-3000, extension 61-386.

### **How to prepare a Transitional Kindergarten (TK) or Kindergarten (K) Student**

- Parents/guardians may have their child wear a name tag that includes their name, school, teacher's name and the bus stop. The purchased bus pass will have contact information in the event of an emergency. Students are to have their bus passes on them at all times. Parents/guardians are not allowed to ride on the bus with their child.
- TK and K students must be accompanied to and from the bus by an adult age 18 or order. Students not met at the bus stop by an adult or who do not have a permission slip to be released to another adult, will be taken back to their school by the bus driver. It will be the responsibility of the parent/guardian to pick up their child.
- Please arrange with the school office or teacher to have the TK or K student accompanied by an adult from the classroom to the bus stop located at the school site for any return trip home.

**What if my child does not have a pass on the first day?** Exceptions will be made for students without a bus pass during the first week of school only. After that point, students will be asked to present their bus pass for all trips. Students should keep their bus pass in a secure location to prevent loss or theft.

**Lost/Stolen Bus Pass:** Students will be charged \$50 to replace a lost/stolen bus pass one time only. Students who lose a bus pass a second time, for any reason, will lose transportation privileges.

**Do I need to notify the teacher or District that my student is not riding that day?** No, but communication with your child's teacher is always helpful.

**What about safety?** Our bus drivers are very conscientious and caring. In addition, they are fully trained and certified. Following the suggestions below will ensure your child's safety and make riding the bus a positive experience:

1. Review the CUSD Bus Safety Rules with your child. You will receive these at the time of purchase.
2. Each bus pass has parent/guardian contact information for quick reference in the event of an emergency.
3. Parents are not allowed to ride on the bus.
4. In the event it may be necessary for your child to ride a different bus or get off at a different bus stop, a written permission slip must be provided to the bus driver.