



855 Lenzen Avenue  
San Jose, California 95126

**Inside:  
Application for  
Fee-Based  
Transportation  
Service 2008-2009**

**San Jose Unified School District will offer families the opportunity to purchase bus service for students who do not receive free transportation under state or district guidelines.**



Please read the application carefully, complete page 3 and 4 and return it in the enclosed envelope and mail to Fiscal Services no later than July 28, 2008, for first day service.

FOR TRANSPORTATION TO BEGIN ON THE FIRST DAY OF SCHOOL, PLEASE MAIL THE COMPLETED FORM IN THE ENCLOSED ENVELOPE NO LATER THAN JULY 28, 2008 to:

San Jose Unified School District, Attn: Fiscal Services Department, 855 Lenzen Avenue, San Jose, California 95126

# Transportation Eligibility

## Transportation Eligibility Criteria

- A. Kindergarten through Fifth grade students who live more than 1.5 miles from their school of attendance will be eligible to purchase a pass for school bus transportation.
- B. Sixth through Twelfth grade students who live more than 3.5 miles from their school of attendance will be eligible to purchase a pass for school bus or VTA service as designated by the District.
- C. Kindergarten through Eighth grade students attending Magnet Programs at Hacienda, Hammer or River Glen Schools who qualify as Socio-Economic Status (SES) under the Voluntary integration Program (VIP)

## Instructions for completing Bus Pass Order Form

You can choose to purchase bus service for the full year or on a semi annual basis. Please read the sections below carefully then complete the attached Bus Pass Order Form for your family. Mail it to Fiscal Services no later than July 28, 2008, for transportation to begin on the first day of school.

### Section A – Complete the Parent and Student information.

### Section B – Choose a payment plan for each student in your family for whom you wish to purchase bus service by checking the box next to the option you want.

Your choices are:

**Annual Payment Plan:** This is the most economical, as no extra processing fee will be charged when you pay in full upon receipt of invoice. Payment will be due on October 27, 2008.

- Grades K-12 full year bus service to and/or from school, **\$327 per eligible rider with a family cap of \$654 for two or more eligible riders**
- Grades K-12 full year bus service to and/or from school for students eligible for reduced cost meals **\$163.50 per eligible rider with a family cap of \$327 for two or more eligible riders. \***
- Grades K-12 full year bus service to/from school for students eligible for free meals at **no charge. \***

**Semi-Annual Payment Plan:** Pay the Semi-Annual fee upon receipt of invoice.

- Grades K-12 bus service to and/or from school **Semi-Annual Payment \$173.50 (\$10 Semi-Annual processing fee included).**
- Grades K-12 bus service to and/or from school **Semi-Annual Payment for eligible students for reduced cost meals \$86.75\* (\$5 Semi-Annual processing fee included)**

The Fiscal Department will bill you on a semi-annual basis. For a processing fee, this allows you to be invoiced in two equal installments. For questions regarding billing call 535-6107.

1<sup>st</sup> Period: Aug 26-Jan 16  
Payment due October 27th

2<sup>nd</sup> Period Jan 21-Jun 11  
payment due January 16

### Section C - Read and sign Contract Agreement

Please read the contract carefully and sign. Applications without signatures will be returned and transportation service will not be scheduled.

### Section D - Complete the Free/Reduced Eligibility Form

If you have questions completing the following forms, please contact Fiscal Services Department at (408) 535-6107

\* Students eligible for free or reduced cost meals must have an Application Form on file in the Student Nutrition Office to qualify for free or reduced cost bus service. Regardless, you must complete the attached Bus Pass Application if you want your child to ride the bus.

## Frequently Asked Questions about Transportation

### 1. Why was this application sent to me?

If you received this application, you: live over 1.5 miles from the school where your child is assigned in grade K-5 or 3.5 miles in grade 6-12. If you want transportation for 2008-2009 school year, you must complete the bus pass order form and mail it back no later than July 28, 2008.

### 2. Why are fees being charged for transportation?

In May of 2005, the Board of Education approved charging fees for Home to School transportation beginning the school year 2005/2006 instead of eliminating Home to School transportation completely.

### 3. Does the free/reduced cost lunch program apply to transportation services?

Yes. State law requires school districts to make accommodations for families who cannot afford to pay the transportation fees in the same way they do for school meals. In order to qualify for free or reduced cost bus service, you must complete the "Application" for Free or Reduced Lunch form. The 2008-2009 forms will be mailed by the Student Nutrition Department in July to every household in the district. If you believe your child is eligible for free or reduced cost meals and you have not received the application by the end of July, please call the Child Nutrition Office at 408-535-6021 to request a form.

### 4. My family receives free bus service because we are eligible for free meals. Do I still have to apply for bus service?

Yes. You must submit an application.

### 5. Why does it cost more if I choose to pay my bus fee in two installments rather than one payment?

The added cost is necessary to cover the District expense to process multiple payments and bus passes.

### 6. I drive my children to school in the morning and they take the bus only in the afternoon. Why can't I pay half the fee?

We must obtain transportation services based on the daily student count. Our costs do not go down for children who ride the bus only one way.

### 7. How long will it take after the District receives my student's application for transportation to begin?

In most cases transportation will be available to students within 5 days of when the Fiscal Department receives your student's application. Exceptions are at the beginning of the school year or when a stop is not already established.

### 8. Where do I go for more information?

Billing questions: 535-6107  
Routing questions: 535-6185