



## **Background**

Alberta Education considers public charter schools to be programs of choice and therefore states that parents are responsible for the transportation of their children. Public charter schools are not required to offer transportation services. Nevertheless, the Calgary Girls Charter School chooses to do so and Alberta Education, in turn, provides very limited funding.

Safety is the first priority for student transportation. The school works with its contracted service provider to enhance student safety and to monitor the safety of all routes. Students gather at congregated, community stops used by more than one student in order to reduce the number of stops/pick-ups that impact overall route time, thus reducing the cost of individual student transportation and the length of the transportation route.

Parent Provided Transportation (PPT) is a new service offered to the CGCS community. Parents can enter into an agreement with Calgary Girls Charter school that entitles them to individual funding for arranging their student or students transportation to and from school each day.

The Charter Board is permitted to charge fees for transportation in order to cover the difference between the funding and the actual cost. The Board offers parents the opportunity to request a fee grant for transportation. The amount available is limited, therefore parents are required to complete a School Fee grant Request Form (AF506A) and provide supporting documents indicating need by October 1st of the current school year.

## **Procedures**

1. At Registration time, parents will be informed of the school's transportation service, for transportation provided and fees. Transportation routes will be provided to families following the transportation declaration process, as routes change annually depending on the ridership.
2. The Secretary-Treasurer, or designate (Transportation Coordinator) will work with the transportation provider to establish routes that optimize travel time and establish efficient load capacity.
3. Before the expiry of the Transportation Services Contract, the Secretary Treasurer or designate prepares the Request for Proposal before the expiry of a Transportation Services Contract.
4. The Superintendent and the Secretary Treasurer or designate recommends the annual transportation fee to the Board based on the difference between the funding and the anticipated actual cost for the service.

5. The Superintendent and the Secretary Treasurer or designate recommends the amount of funds to be included in the Board's annual budget for transportation fee grant requests.
  
7. In the event of a grant application, parents are expected to pay the remainder of the annual transportation fee. The application for the grant is due by October 1 of the upcoming school year and must be completed annually. One form only, per family, is to be completed. The eligibility and documentation needed is defined on the School Fee grant Request form (AF506A).
  - 7.1. In order to apply for a transportation fee grant, parents are to complete the School Fee Grant Request form (AF506A) located on the schools website.

Reference:

Education Act, s. 11, 52, 53, 54, 68, 222, 225

Traffic Safety Act

Commercial Vehicle Safety Regulation 121/2009

Student Transportation Regulation 250/98 (Amended AR 125/2005)

Use of Highway and Rules of the Road Regulation 304/2002

Vehicle Equipment Regulation 122/2009