

Date: May 5, 2020
To: CCSD Principals
From: James Lynch
Interim Executive Director – Student Transportation
Reference: Transportation Ridership Survey

Operations Division

Gerrita Postlewait, Ed.D.
Superintendent of Schools

Jeffrey Borowy, P.E.
Chief Operating Officer

The Office of Student Transportation will now be responsible for creating bus routes for the 2020-2021 school year. In an attempt to prepare for this transition, we are conducting a survey to gather an estimate of students who will require bus transportation during the 2020-2021 school year.

This information will assist Transportation in creating efficient bus routes and is expected to reduce the need to make large-scale adjustments to routes prior to the start of the school year.

On May 15, 2020, at 6:00 p.m. the survey will be sent to CCSD parents and guardians. Survey results will be gathered and analyzed to determine another, more detailed Google Form from the Office of Student Transportation in the coming weeks.

Parents will initially receive a survey through Blackboard Mass Notifications (phone call and/or email) that will only have one question: **“Will your student need to use CCSD bus transportation at any time next school year? Please answer yes even if your child will not ride the bus often. Press 1 for yes and 2 for no.”**

We are asking that you provide your families with a head’s up about the survey in one (or more) of your forms of communication by Tuesday, May 12. A sample for an email, newsletter, or phone call is below; you could incorporate this in a list of other announcements you are sending to your school community that day.

If you have any questions about this survey or the information gathered, please contact James Lynch at james_lynch@charleston.k12.sc.us. If you have questions about the communication going out, please contact Tyesha Drayton at tyesha_drayton@charleston.k12.sc.us.

Thank you for attention to this message and support for this initiative.

SAMPLE:

The Office of Student Transportation will now be creating bus routes for our district. In order to have an estimate of students who might use the buses at any point next year, they are conducting a simple survey on May 15, 2020. Anticipate a phone call and/or email from the District that evening.