

BOARDMAN LOCAL SCHOOLS
Alternative Transportation Request
OR Email to: Ryan.Dunn@Boardmanschools.org
Kathy.Fait@Boardmanschools.org

Dear Parents or Guardians:

Although not required to do so, the Boardman Local School District will provide transportation to an alternative bus stop within the district as long as your request meets the following requirements:

- ✓ The alternative bus stop **cannot** be your place of employment or a daycare facility.
- ✓ The alternative bus stop must be at the same location the **entire** school year and must be the same location for every day of the week.
- ✓ Common requests for alternative bus stops include transportation to a grandparent, neighbor, or court-ordered shared parenting.
- ✓ Requests for alternative transportation must be submitted **in writing** to the Transportation Office *at least one (1) week in advance* of the requested change.
- ✓ In the event of a medical emergency or family crisis, a written request for alternate transportation may be approved immediately by the Transportation Supervisor via email.
- ✓ You must re-submit your Alternative Transportation Request each school year.

Student Name: _____

Home Address: _____

School: _____

Grade: _____

Bus # _____

Alternative Bus Stop Address: _____

Contact Person (Adult) at this location: _____

Contact Person Phone Number: _____

Bus # _____ ***(Please note) Bus must be the same as the students' assigned bus.**

Parent/Guardian: _____

Phone Number: _____

Date Alternative Transportation Should Begin: _____

_____ **Approved**

_____ **Not Approved**

Transportation Supervisor

Date