

THE UNIVERSITY OF THE STATE OF NEW YORK  
THE STATE EDUCATION DEPARTMENT

**To:** District Superintendents, Superintendents of  
Schools, Transportation Contractors

**Date:** October 13, 2010

**From:** Charles A. Szuberla, Executive Director  
School Operations & Management Services



**Subject:** Regional Transportation Pilot Study

**In reply to:**

On August 13, 2010 Governor Paterson approved Chapter 378 of the Laws of 2010 authorizing the Commissioner of Education to conduct one or more pilot programs to assist school districts in the formation of regional transportation systems. The law provides that beginning with the 2010-11 school year the Commissioner will invite school districts, BOCES, and other entities to participate in local regional pilot programs which will estimate and analyze the extent to which savings can be achieved through the formation of regional pupil transportation systems.

Accordingly, I am now inviting school districts, BOCES, and other interested parties to submit an official letter of interest to the Department indicating their desire to participate in a pilot study. The letter should come from the superintendent of schools or District Superintendent and identify a contact person coordinating the study and any consultants to be used, list all the participating districts/entities and describe the scope of transportation services to be piloted. Services may include but are not limited to:

- Home to school transportation;
- Transportation to and from school and a special education program or service;
- Transportation to a program at a board of cooperative educational services;
- Shared transportation programs with another school district to a public school;
- Shared transportation to non-public schools including charter schools;
- Transportation for field trips or to and from extracurricular activities; and
- Cooperative school bus maintenance and/or management.

Proposals should provide a schedule of regular study updates to NYSED including a full report no later than August 31<sup>st</sup> of each year of the proposed pilot.

Approved Pilot Projects will engage in regular contact with staff of the Office of School Operations and Management Services. The NYSED State Director of Pupil Transportation Services will be available to provide technical assistance on statutory and regulatory provisions, in addition to having expertise in best practices for the provision of safe pupil transportation services and financial management of school operations. Project participants may identify barriers to the provision of regional services which may require Department review and assistance to identify needed statutory or regulatory change. The Department will consider worthy legislative proposals that result from this review for incorporation in its legislative program or Regents State Aid Proposal.

Projects may employ the services of transportation and other consultants to assist with the collection of data necessary to develop a transportation model, including computerized routing data and reports, which will demonstrate a cost savings and result in a reduced cost per student transported. The cost of such studies will be eligible expenses for State Transportation Aid. Pilot participants will provide complete copies of all consultant studies to the Department.

The Department will analyze the information collected from projects and share this in an annual report which the Commissioner will provide to the Regents, Governor, Legislature and various legislative committees by November 1<sup>st</sup> of each year. The annual report will also identify barriers to the implementation of regional transportation systems and strategies to address such barriers. It may recommend statutory and regulatory changes needed to promote the implementation of regional transportation systems and to ensure the proper accountability and oversight of these systems and any other information or analysis the Commissioner deems appropriate.

Interested persons should address letters of application and additional questions to:

State Education Department  
Office of Educational Management Services  
Room 876 EBA  
89 Washington Avenue  
Albany, New York 12234  
Attn: State Director Pupil Transportation Services

The Department will accept applications beginning October 23, 2010 through March 31, 2012. Participants must complete projects by August 31, 2012. The Commissioner will prepare a final report on November 1, 2012 on the findings of all studies conducted.

For questions, please contact the Department's State Director Pupil Transportation Services, Marion Edick, at [medick@mail.nysed.gov](mailto:medick@mail.nysed.gov) (518.474.6541).

Cc: John King  
Deborah Cunningham