

# TRANSPORTATION 2021-2022



# Transportation



# WebQuery

The screenshot shows a web application interface for 'edulog's WebQuery'. It features a blue header with the text 'Welcome to edulog's WebQuery'. Below this, there are two paragraphs of instructional text: 'WebQuery helps you determine the schools a student is eligible to attend and the available bus stops. WebQuery also provides a helpful street map. Just enter the student's information and click "Go."' and 'WebQuery helps you match your typed in address with an address in the database by allowing you to enter a partial street name. For example, you could enter "2555 Lex" to match "2555 Lexington Ave N"'. A third line of text states: 'Students should arrive at the scheduled stop at least 5 minutes before the scheduled pickup time.' Below the text is a 'Student Information:' section with a text input field labeled 'Address', a dropdown menu labeled 'Grade' with 'All Grades' selected, and two buttons: 'Go' and 'Reset'. At the bottom of the page, there is a copyright notice: '© Education Logistics, Inc.'

- WebQuery provides details for bus route and school assignment by student address.
- Click the “Find My Bus” link on the SCS Transportation webpage and enter the student’s address

**K-1**

# Kindergarten and First Graders

- Should be identified to bus drivers (neon orange K-1 round sticker on their bus pass) and seated in the front of school bus near bus driver.
- Must be met at bus stop in the afternoon by parent/guardian/approved adult or sibling at least 11 years old
- **Any K-1 student who does not have someone at the bus stop to receive them will be returned to their school. It will be the responsibility of the school to contact a child's parent or guardian to arrange transportation.**

# School Bus Safety Initiatives

- Buses will be cleaned twice daily per COVID process.
- Students will be required to wear masks on buses.
- Students should arrive to the bus stop with a mask; however, drivers will have extra masks on hand.
- Seating charts will be completed for all bus routes.
- Drivers will complete and provide bus conduct notices to school administrators when behavior concerns arise.
- Copies of bus conduct notices will be sent to SCS Transportation to ensure behavior concerns are addressed.
- A Transportation Safety Specialist will follow up with schools regarding students who have up to 3 offenses on a school bus to assist with enforcing the Student Bus Code of Conduct.



# Video Request Procedures

Email: [transvideo@scsk12.org](mailto:transvideo@scsk12.org)

\*\*\*\*\*

Email should include the following information:

- School name
- Route number
- Date of incident
- Time (am or pm) of incident

**Videos Can Only Be Requested by SCS Administrators**

# State Reporting

- We request your assistance with **identifying all general education bus riders** to ensure transmission to the State.
- We will need enough time to process all data before the last day of school to ensure the District receives all State funding available.
- More information will follow regarding this process for 2021-22 school year.

# Transportation Contact Information

Audrey Williams	Manager	901-416-7964
LaSheka Hayslett	Advisor	901-416-7913
Pam Anderson	Routing Analyst	901-416-7880
Priscilla Avant	Routing Specialist	901-416-7919
Maliq Brewster	Data Analyst	901-416-7899
Phoncella Cowan	Customer Service Associate	901-416-7891
Angela Dokes	Routing Specialist	901-416-7881
Terry Ellis	Safety Specialist	901-416-8141
Stephanie Sisk	Routing Analyst	901-416-7926

**Main: (901) 416-6077 Fax: (901) 416-8453**

*All questions and concerns can be sent via email to [TransAdminSupport@scsk12.org](mailto:TransAdminSupport@scsk12.org)*