



Curriculum Department
On-Site Charter School Monitoring Review Instrument
Transportation
2017/18

Charter School Name: _____

ACPS Representative: _____

Charter School Administrator: _____

Date of Monitoring Visit: _____

Please indicate each item listed as:

- S Satisfactory** – All required documentation is complete, available and up-to-date
- N Needs Improvement** – Required documentation is incomplete or otherwise inadequate
- D Deficient** – Required documentation is not available, complete or up-to-date

<i>Department Contact (s): David Deas</i>			
<i>Contact information: 352-955-7429</i>			
Required Documentation on File at School	S	N	D
The Charter School has on file information regarding all students transported by school bus.			
The Charter School has on file information related to any situation where a parent or other driver is contracted by the school to provide student transportation.			
The school has on file evidence that any vehicle which is owned or leased by the school and is used to transport students is certified and properly insured. For a bus, evidence of driver certification is required (Also see OTETTA requirement in the personnel section)			
Emergency Evacuation Drills are on file			
Bus loading and unloading area meets required specifications			

Charter School Signature

Date

ACPS Representative Signature

Date

Please forward a copy of completed monitoring tool to the ACPS Curriculum office
attention Jenny Bunn and maintain copy at school