



2023-11-17

To: Education, Department of (DOE)

From: Municipal Library Staff

The New York City Charter, Chapter 49, Section 1133, requires that agencies submit to the Department of Records and Information Services (DORIS) all reports, documents, studies and publications required by local law, executive order, or mayoral directive to be published, issued, or transmitted to the City Council or Mayor, within 10 business days of their publication. For any report that is not received within 10 business days of the publication date, DORIS is required to email the agency to request the report, and to provide the text of that email in place of the report in the Government Publications Portal.

Consistent with these requirements, DORIS hereby requests the transmission of the report shown below, which DORIS has not received as of 2023-11-17. Please submit this report to the Government Publications Portal. If you have questions, please contact staff at the Municipal Library at [munilib@records.nyc.gov](mailto:munilib@records.nyc.gov).

**Required Report Type:** Report on Office of Pupil Transportation Investigations

**Report Description:** Report on 1. The total number of calls from authorized parents and guardians received by the department about school bus transportation services, disaggregated by the nature of such calls; 2. The total number of complaints from authorized parents and guardians received by the department about an employee of a school bus vendor, disaggregated by vendor, the nature of such complaint, whether such complaint led to a departmental determination of misconduct, and a description of the actions taken by the department for each complaint; and 3. The total number of investigations of employees of school bus vendors opened by the department, including following a complaint by an authorized parent or guardian and any other source of information that may lead to such investigation; the number of investigations in which the department found that an employee of a school bus vendor engaged in misconduct; and descriptions of outcomes relating to any investigations in which the department found that an employee of a school bus vendor engaged in misconduct.

**Reporting Frequency:** Every 6 Months

**Report Due Date:** 2023-10-30

**Authorizing Resource (Charter and Code):** New York City Administrative Code Chapter 21, Section 995

**Authorizing Resource (Local Law):** LL 31/2019