



2023-09-06

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 2023-09-06. 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:** School Bus Ridership Guide

**Report Description:** Report on 1. The eligibility for school bus transportation services for general education students, the services to be expected by general education students who receive school bus transportation services and such students' authorized parents and guardians, and the responsibilities of students who receive general education school bus transportation services and such students' authorized parents and guardians; 2. The eligibility for school bus transportation services for special education students, the services to be expected by special education students who receive school bus transportation services and such students' authorized parents and guardians, and the responsibilities of students who receive special education school bus transportation services and such students' authorized parents and guardians; 3. The eligibility for school bus transportation services for students in temporary housing living in shelters, students in temporary housing living anywhere other than shelters, and students in foster care, the expectations of such students and such students' authorized parents and guardians, and the responsibilities of such students and such students' authorized parents and guardians; and 4. Responses to common questions of authorized parents and guardians relating

to school bus transportation services.

**Reporting Frequency:** Every 1 Year

**Report Due Date:** 2023-08-15

**Authorizing Resource (Charter and Code):** New York City Administrative Code Chapter 21, Section 997(a)

**Authorizing Resource (Local Law):** LL 27/2019