



Dear Parent/Guardian:

In an effort to improve our bus routing and contain costs the CH-UH City School District is working to increase the efficiency of our transportation services. Every year we have many more students scheduled to ride our buses than actually ride. Starting with the school year 2009-2010, I am asking that you advise the Transportation Department if your student **will not** be using District transportation.

Your input will help us become more efficient with our limited resources. We kindly request that you notify us if you **do not** plan to have your student ride the bus on a regular basis in either the morning or afternoon. We ask for clarification between morning and afternoon because some parents' schedules require that their children utilize bus services for only one portion of the day. This also affects the configuration of the bus routes.

You may email or fax your response to Joan Hill, Transportation Supervisor. Her email address is j_hill@chuh.org; the fax number is 216-371-7462; the mailing address is Transportation Department, 2155 Miramar Blvd, University Heights, Ohio 44118; and the main telephone number is 216-371-7195.

We remain dedicated to the task of providing safe transportation to all Cleveland Heights-University Heights students. **If at any time during the school year your transportation needs change, we will gladly adjust our services to accommodate you.** Thank you in advance for taking a moment to respond to this letter. Please return your answer as soon as possible.

Sincerely,

Stephen Shergalis
Director of Business Services

My child _____ will **NOT** require AM PM transportation to or from
our home at _____
(please circle) for the 2009-2010 school year.

He/she attends _____ School.

Name of Parent/Guardian: _____