

Carbondale Area School District
101 Brooklyn Street
Carbondale, PA 18407

Mrs. Kimberly Michalek
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MEMORANDUM

To: All Principals, School Counselors, Secretaries, Nurses & Homeless Service Providers
From: Kimberly Michalek, Assistant Business Manager, Transportation Director & Homeless & Foster Liasion
Date: March 12, 2020

SUBJECT: TRANSPORTATION PROCEDURS FOR HOMELESS STUDENTS

The Carbondale Area School District is committed to ensuring educational continutiy for all children who lack a fixed, regular and adequate nighttime residence. The district will provide transportation to students who live in emergency housing, motels, hotels, cars, and other non-permanent housing arrangements.

PROCEDURES:

The principal or principal's designee will contact the Director of Transporation to arrange transporation. The transporation must begin within three business days, but sooner if possible.

If the student moves between or among emgerncy or transitional housing transportation to the school or origin will remain in place at the request of the family. Change in transportaiton should be made through the Director of Transportation.

Homeless students temporarily residing outside of Carbondale Area School District boundaries are eligible for trnapsorttiaon under the above directions.

Contact Kimberly Michalek in district, 570-282-2507 ext. 1220, email kimberly.michalek@carbondaleara.org or Jeff Zimmerman, Regional Coordinator, with any questions or concerns you may have @ 570-718-4613 or email jzimmerman@liu18.org