August 28, 2015

MEMORANDUM

TO: City and County Superintendents

FROM: Thomas R. Bice
State Superintendent of Education

SUBJECT: Annual Comprehensive Required Plan for Transportation

Section 16-13-231 of the Code of Alabama and Chapter 290-1-4 of the Alabama Administrative Code require each local education agency, except for city boards of education not maintaining a transportation system, to submit an annual plan for transportation to the State Superintendent of Education. The Comprehensive Required Plan for Transportation (CRPT) for 2015 may be found in the AIM Portal located at www.alsde.edu, under the Application Login link in the top right corner.

Other than being available online, few changes have been made in the CRPT for this year. Even so, please carefully review the directions and each item before completing the form and respond to all applicable items (i.e., regular bus routes, special needs, preschool, vocational programs, and/or extracurricular activities). Consequently, each item should be reviewed carefully as to its applicability for your system.

Once your transportation department has completed the CRPT online, you should logon and approve the CRPT before it will be accepted.

Should you have questions or need assistance, please contact Mrs. Cathy Staggs, Program Administrator, Pupil Transportation, or Mr. Kevin Snowden, Program Coordinator, at (334) 242-9730.

TRB/JS/LJ

cc: City and County Transportation Supervisors
Mr. Kevin Snowden
Mrs. Cathy Staggs

FY15-3068