TO: School Bus Drivers
Transportation Services Division

DATE: May 29, 2015

FROM: Carly Ntoya, Human Resources Manager
Transportation Services Division

SUBJECT: 2015 Special Olympics Driving Assignments

Transportation Services Division is honored to partner with the Special Olympics World Games Los Angeles 2015. The Special Olympics World Games Opening Ceremonies will take place Saturday, July 25, 2015 and Closing Ceremonies Sunday, August 2, 2015.

The week of the Special Olympics trip assignments will be placed onto designated summer routes as a different track beginning one week after the ESY summer school route track ends. Therefore, drivers bidding these route assignments must understand that the assignment is longer than most summer assignments. The full commitment will span from approximately June 15, 2015 through August 2, 2015, with a one week off-track period between ESY and Special Olympics. Multi-track cover drivers may also be used for these assignments. Late sign-ons will be required.

Drivers who bid a route that has an ESY and Olympic World Games Multi-Track assignment need to be aware that driving assignments for the World Games will encompass weekends and late afternoon/evenings depending on the competition start/end times. Therefore, if you are uncertain of your availability during the week of the Special Olympics you should not bid a route with a Special Olympics track designation.

Additionally, drivers who bid a route with a Special Olympics track assignment will be required to attend a half-day Special Olympics orientation to be scheduled prior to July 25, 2015. Cover drivers and “As Needed” drivers will also be required to attend the orientation session. Buses originating from lots with alternative fuel will be used and will have Special Olympic insignia applied following ESY and prior to transporting Special Olympic competitors and other participants.

Not all drivers who bid a route with a Special Olympics track will work every day of the event. Once the Olympic Games begin drivers will be required to check-in daily with the designated terminal or lot supervisor at their assigned parking location.
The Special Olympics planning committee is in the process of finalizing transportation needs; therefore detailed instructions for Special Olympics assignments will be available at the orientation session for drivers bidding a Special Olympics driving assignment.

Further information will be posted on the TSD website prior to summer bid. You can view and download information from the Transportation Services Division’s website at [http://achieve.lausd.net/transportation](http://achieve.lausd.net/transportation) under Division Staff/Current News.

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