



Bellevue SchoolPool 2017-2018 School Year Program Overview for School and PTSA Partners

September 2017

What is Bellevue SchoolPool?

Bellevue SchoolPool is a program that encourages families and students to walk, bike, ride the bus and carpool to and from school and school activities rather than drive alone. The City of Bellevue, TransManage and King County Metro staff administers the program to raise awareness and reward participants for their help in reducing traffic congestion around schools.

The program provides resources to help families form carpools, walking groups, and biking groups, and to help children ride the bus. Monetary incentives are available to schools that agree to engage in the program as “Partner Schools”.

SchoolPool goals:

- Reduce drop-off and pick-up congestion at schools
- Inform and educate school families and students of resources and options, changing the drive-alone culture at schools
- Instill programs for learning about sustainable transportation options at Bellevue schools
- Reduce our environmental impact

How will SchoolPool work?

SchoolPool will focus its efforts in October and May as described below. However, Bellevue SchoolPool promotion and educational outreach to all district schools, students and families will continue throughout the school year.

1. The SchoolPool team will provide each school with trip log calendars before the first day of October/May to distribute to all students.
2. **Schools distribute the SchoolPool trip log calendars to each student.**
3. **Schools and SchoolPool staff encourage families to walk, bike, ride the bus, and carpool more often that month and drive alone to school less.** The Bellevue SchoolPool team will provide resources to the school to support these efforts, which may include collateral, promotional items, communications pieces, and other assistance. Students will record the types of trips they take on their trip log calendars. Let us know how else the SchoolPool team can support opportunities unique to your school!
4. Each **SchoolPool trip log calendar returned to the SchoolPool team** with at least one (1) non-drive-alone trip logged will earn money for your school and a reward for the student!



SchoolPool Rewards:

Schools:

For students of schools opting in as Partner Schools, each returned trip log calendar during the months of October and May with at least one (1) walking, biking, carpool, or transit trip logged will earn your school \$5, up to \$2,000 per month for a total of \$4,000 for the school year, while resources are available.

Students:

Each student who returns a trip log calendar with at least one walking, biking, carpool, or transit trip logged will receive a reward. Students are eligible to complete and return a trip log calendar and receive a reward even if they attend a school that is not a participating SchoolPool partner school.

- Elementary students will receive a “swag” item
- Middle school students will receive a “swag” item or entry into a drawing
- High school students will receive entry into a drawing

Your school’s role and how to get involved:

Support from school administrators and the PTSA is key to the success of SchoolPool! To become a SchoolPool Partner School and thus be eligible for SchoolPool rewards, principals must complete a SchoolPool application form (sent to principals from the SchoolPool team) promising to:

- Designate school point of contact
- Publicize the SchoolPool program
- Promote walking, biking, busing, and carpooling
- Distribute and collect October and May month-long trip calendars
- Distribute rewards to participating students

If you have not received an application form from the SchoolPool team, please contact us:

info@cywb.org, 425 283 1356.

Your school will be responsible for promoting the program and alternatives to driving alone at your school. We’ll provide you with materials and stock communications, but hope you’ll reach families and students in the ways that you know work best for your school.

We’ll need a point of contact at your school (a school staff member or PTSA member designated by the school) to coordinate distribution and collection of trip log calendars, communicate for special events such as Walk to School Day in October and Bike to School Day in May, and hear about inquiries at your school from parents, teachers, or others.

Throughout the school year, we’ll reach out and plan to meet with representatives from your school to better tailor the program to your school. We also want to hear about specific issues, wish list items and ideas you have for reducing traffic congestion at your school.



How the SchoolPool team will help:

Bellevue SchoolPool staff is passionate about making it easier than ever to try a new way to get to school! We are here to help and will handle the day-to-day administrative work, keep track of the data provided by the trip log calendars, and attend events as staff time allows.

SchoolPool staff will:

- Maintain/update the www.BellevueSchoolPool.org website
- Provide promotional pieces for your school including yard signs, posters, flyers, stock communications for social media, newsletters, emails, school newspapers, etc.
- Supply resources and educational materials toolkit about walking, biking, carpooling, and using school buses/public transit
- Work with you to tailor the program to your school's needs
- Provide support to schools and families with questions
- Attend school meetings to help answer questions and promote the program as requested
- Reward Partner Schools and district-wide participating students

SchoolPool Vocabulary:

Drive-alone trip: A trip that a family takes without others who would otherwise also be driven/drive themselves. This is not a carpool trip.

Non-drive-alone trip: Any trip that is not a drive-alone trip, including riding the bus, carpooling, walking, and biking.

Carpool trip: A trip that a family takes that includes someone who would otherwise drive themselves or ride alone with a driving family member.

Trip log calendar: This is a calendar provided by the Bellevue SchoolPool team where you record (write down) any trip that isn't a drive-alone trip.

Mode: The type of transportation a student uses to get to school. Various modes include driving alone, riding the bus, carpooling, walking, and biking.

Bus Trip: A trip taken on a bus, whether it is a yellow school bus or a public transit (King County Metro or Sound Transit) bus.

Frequently Asked Questions:

1. **Some students and families already use a mode other than drive-alone to get to school. Are these students eligible for rewards?**

These students are eligible for rewards from the SchoolPool program, as are their schools.

2. **How do schools earn rewards from Bellevue SchoolPool?**

For schools opting in as Partner Schools, each trip log calendar that is completed by a student at that school with at least one non-drive-alone trip will earn the school money, as well as a reward or reward drawing for the student who completed the calendar.



3. **How does Bellevue SchoolPool know that students took the trips they wrote on their calendars?**
We use the “honor system” at SchoolPool. We ask that students be truthful so we know how we can improve the program in the future!
4. **How do students and families find others to carpool with?**
We try to provide schools and families with every available resource to find a carpool partner including online platforms and apps. We also encourage carpooling with friends, neighbors, or others. Please note that Bellevue SchoolPool does not screen carpool partners, as this is up to the discretion of the parent. Here are suggestions for establishing and conducting your carpool:
 - a. Meet up with the person you have decided to carpool with
 - b. Exchange contact information and any other information to ensure all parties feel comfortable with the arrangement
 - c. Come up with a plan for late comers, illness, and days with school holidays or late starts, etc.
5. **What is a “Walking School Bus”?**
A Walking School Bus is a group of children walking to school with one or more adults. It can be as informal as two families taking turns walking their children to school or as structured as a route with meeting points, a timetable and a regularly rotated schedule of trained volunteers. Here are suggestions for setting up and conducting a walking school bus:
 - a. Invite families who live nearby to walk together
 - b. Pick a route and take a test walk
 - c. Decide how often the group will walk together
 - d. Have a plan for late comers, illness, and what happens to your rotation in the event of school holidays, late-starts, etc.
6. **What is a “Bike Train”?**
A variation on the Walking School Bus, the Bike Train involves adults who supervise children riding their bikes to school. For more information, visit www.SafeRoutesInfo.org. Here are suggestions for setting up and conducting your Bike Train:
 - a. Invite families who live nearby to ride together
 - b. Pick a route and take a test ride
 - c. Decide how often the group will ride together
 - d. Have a plan for late comers, illness, and what happens to your rotation in the event of school holidays, late starts, etc.
7. **What if I’m not comfortable sharing my information with others?**
That’s okay! You can still participate by encouraging those you already know and are comfortable with. You can also join at any point throughout the school year.
8. **How are students protected?**
Parents are responsible for approving the parent, family member, or guardian who will be chaperoning their child to school. Bellevue SchoolPool does not perform background checks or any other sort of vetting of chaperones. We encourage families to take whatever steps necessary to ensure that they are comfortable with whatever arrangement works for them.