



Andrew Krahulik-Knapp
Director of Transportation
krahulikknappa@allentownsd.org

TO: Charter Schools/Non-Pub Schools
FROM: Andrew Krahulik-Knapp
RE: 2025-2026 Contact Information
DATE: March 3, 2025

Hello School Leaders:

We hope this letter finds you well. It's hard to believe, but 2025-2026 School Year is right around the corner and as you know, planning for Transportation begins shortly.

With that said, please find the attached ACT 372 form for the 2025-2026 School Year. These are due to our office by **June 15, 2025**. Forms received after the due date may not be routed until after the first few weeks of school. Please be persistent with parents to make sure this form is filled out before the due date.

Additionally, please find the Charter School/Non-Pub Emergency Contact Card. As our transportation provider, Student Transportation of America (STA) will require, complete said form. The intent of this contact card is to have contact information for two school representatives should the students point-of-contact not respond to a call from STA. Once the form is completed, please email same to Ms. Tina Hemphill at hemphillt@allentownsd.org or to Andrew Krahulik-Knapp at krahulikknappa@allentownsd.org.

Please reach out if you have any questions at 484-765-4016.

Thank you for your collaboration and all you do for your students!!

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Charter School/Non-Pub Emergency Contact Card

Name of School: _____

Main Office Phone Number: _____

Emergency Contact One:

Name: _____

Title: _____

Contact Phone Number: _____

Email Address: _____

Emergency Contact Two:

Name: _____

Title: _____

Contact Phone Number: _____

Email Address: _____



REQUEST FOR TRANSPORTATION UNDER ACT 372 CHARTER / NON-PUBLIC SCHOOL STUDENTS

(Please complete a separate form for each student requiring bus transportation)

Dear Parent(s)/Guardian(s):

According to Pennsylvania Law, students are entitled to transportation as follows:

1. Charter / Non-Public Schools – A District must provide identical provisions for resident public school students who attend charter/non-public schools and reside 1.5 miles or more walking distance from home to school for elementary students (Grades K-5) through Student Transportation of America buses. **In district** charter school secondary students (Grades 6-12) who live 2.0 miles or more walking distance from home to school will utilize LANTA services. A Allentown School District transportation ID will be provided. Secondary students (Grades 6-12) who attend charter/non-public schools outside of Allentown School District will utilize Student Transportation of America buses.
2. Transportation for charter/non-public school students must be provided to and from the charter/non-public school in which the student is enrolled, even if the charter/non-public school is located outside the district, so long as the distance is not more than 10 miles beyond the district's boundaries. (Note: This distance may be in excess of 10 miles from the student's home.)
3. A district may transport students who live along hazardous routes determined by PennDot even though the students live within walking distance of the school.
4. There may also be times when non-public or charter schools choose to go with a delayed opening and Allentown School District does not. When that happens, the Allentown District will honor the request. Students will be transported according to the delayed schedule requested by the non-public or charter school.
5. If the Allentown School District is closed due to the weather or emergency conditions, the buses will not run, regardless if the non-public or charter school is open. If the Allentown School District has a two-hour delay, all Allentown School District non-public and charter school buses will run on the two-hour delay schedule.

If you think you are eligible for transportation and request transportation, please complete the Request for Transportation Under Act 372 form and return to your non-public or charter school immediately.

This form should also be used to indicate an address change.

Charter/Non-Public Administrators/Designees:

Please forward the Act 372 form to the Allentown School District via e-mail, mail or deliver in person:

Allentown School District Transportation

31 S. Penn Street

Allentown, PA 18102

Email: hemphillt@allentownsd.org

Email: krahulikknappa@allentownsd.org

Email: asdcenrollwd@allentownsd.org



REQUEST FOR TRANSPORTATION UNDER ACT 372

Charter/Non-Public School Students

2025/2026 School Year

(Please complete a separate form for each student requiring bus transportation)

Student Name: _____

Birthdate: _____

Grade: _____

Name of Charter/Non-Public School:

Address of Charter/Non-Public School:

☐ Change of Home Address

Student's Home Address: _____

Guardian Information:

Guardian #1 Name: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Guardian #2 Name: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Transportation Requested: _____ **YES** _____ **NO** _____ **Emergency Only**

Daily Transportation Requested: _____ **AM only** _____ **PM only** _____ **AM & PM**

Emergency Contacts: (Other than Parent/Guardian)

Name: _____ Phone #: _____

Name: _____ Phone #: _____

Parent(s) Signature

Date

Administration Only:

Allentown School District Approval: _____

Date: _____