



PREPARING STUDENTS
FOR LIFE

Through Academic Achievement
Personal Well-Being
Career Readiness

Parent(s)/Guardian(s) of «FIRSTNAME» «LASTNAME»
«RESADDR»
«RESCITY» «RESSTATE» «RESZIPCODE»

May 1, 2021

Dear Parents,

Thank you for your patience as we continue to make improvements to the My Stop application during this pilot phase.

My Stop is a mobile phone application that tracks the estimated time of arrival of your child's assigned school bus. The application does not provide identifying information about your child to a third party, but it will give parents the ability to know when your child's bus will arrive at the designated stop.

The app is free in the iPhone App Store or Google Play, but does require you to register with account information.

Step-by-step download instructions:

1. Download the "Versatrans My Stop" app from the iPhone App Store or Google Play.
2. Allow notifications from "Tyler Technologies LLC" (that's the app publisher.)
3. Select "Cincinnati Public Schools" from the list of available school districts.
4. Use the account information in this letter (below) to log in.

Account Information:

User Name: MAYS .S.100112217

Password: MAYS .S.100112217 *You will be required to change it at the initial login.*

Step-by-step instructions to reset your password once you are logged into the application:

1. Go to "Setup".
2. Click on "Change Password"
3. Type in your current password
4. Type in your new password twice then click "Submit"

Please take the time to review the enclosed application information. This information gives explanations of the messages provided by the application.

If you have more than one child attending **Spencer Center**, all of your children should be linked to this account; if not, please contact our ITM Help Desk (ITMhelp@cpsboe.k12.oh.us) to have your children linked under one account.

As CPS continues to phase-in and test this new application, there may be some challenges, and we may make updates. Your feedback on the usability and reliability of My Stop will make the implementation even better for more CPS families; you can send us feedback at this link:

<https://forms.gle/SrH22UDsQZKLrcUn6>

We hope you find the My Stop app helpful and we appreciate your feedback.

Homeroom: «ADVISORY_TCHR»



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Sincerely,

Loren Johnson
Director of Pupil Transportation

Sarah Trimble-Oliver
Chief Strategy Officer

The following are visual examples of the various screens you will see in the My Stop Application. It is important to understand that the application will not tell you the exact location of the vehicle during the route however it will provide you the most up to date estimated time of arrival (ETA) to the student's assigned bus stop.



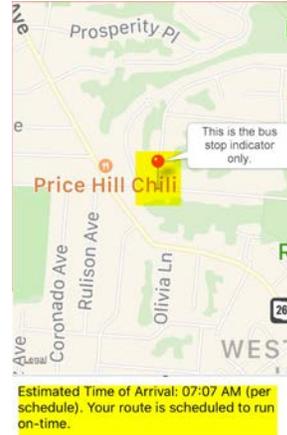
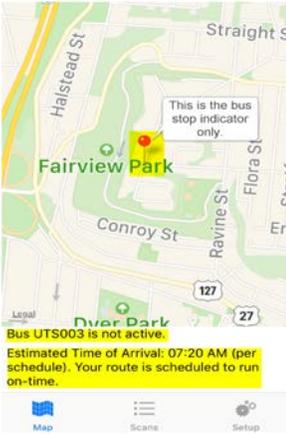
Many of the CPS buses service multiple schools for efficiencies. As a result you will not be able to receive

information on the bus' ETA to your assigned bus stop until the scheduled start time of the route.



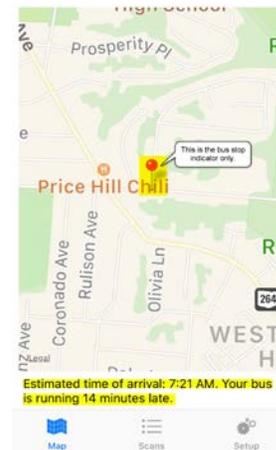
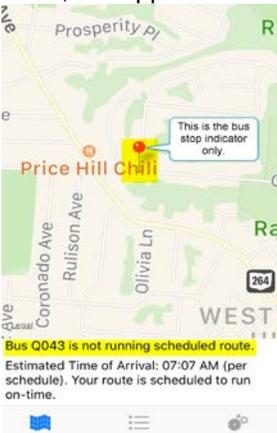
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All routes are created based on a controlled environment without influence to real life events or activities that are often experienced on school bus routes i.e. traffic, construction, mechanical failures and incidents/accidents. Because of this there will be times where the driver will run off the planned scheduled route. As a result when the vehicle diverts from the planned route, the application will show.

The application will indicate if the bus is early, on-time, or late and will provide the estimated number of minutes this is based on the GPS. Also the estimated will fluctuate throughout the route based on the number of riders that day, traffic, road conditions, construction and weather. The application will update about every 10 second.



The application will provide an estimated time of arrival based on the scheduled route path. For the safety of our students they must be at the stop 5 minutes prior to arrival time and must stay at the stop up to 10 minutes.