



**Business and Support Services**

16250 N.E. 74th Street  
Redmond, WA 98052  
Office: (425) 936-1331

June 09, 2025

Dear Parent:

Lake Washington School District offers bus shuttles for students attending some Choice Schools. Each year students must submit a new application to ride the bus shuttle. The annual fee for this service is \$450 for all routes and the shuttles are offered based on the number of requests and bus capacity.

Once again, this year, we will use an open enrollment window. All requests received by close of business on June 20, 2025, will be considered. If requests for shuttle service exceed the space available, then we will conduct a lottery for the available spaces and remaining students will be put on a wait list.

In addition, we are asking you to designate your preferred pick-up stop. This will help transportation in balancing loads and determining what stops are most efficient. You may be asked to use an alternate stop if necessary.

Enclosed please find the 2025-26 tentative Choice School Shuttle schedule, the Transportation Selection form, and the ACH Withdrawal form. If you want your child to take the shuttle for the 2025-26 school year, please complete the forms below and mail it to our street address (LWSD Resource Center) listed above. Alternatively, you may drop it off at the front desk at the street address during our business hours from 7.30 a.m. to 4.30 p.m.

- 1) the Selection Form with your child's name, ID number, school attending, your preferred shuttle stop, and payment information, and
- 2) the Authorization Agreement for Direct Payments form for Automated Clearing House (ACH) withdrawal. Each application must have a voided check attached.

Timeline: Friday June 20<sup>th</sup> - Forms and payment information due to Financial Services.  
Friday June 27<sup>th</sup> - Lottery conducted if necessary.  
Thursday July 10<sup>th</sup> - Parents notified regarding shuttle bus confirmation (or denial if a lottery is needed).  
Mid-August – If there is any change in bus routes and schedule, parents will be notified.

Please direct all questions to your school. Updates or changes will be posted on your school's website. Please do not reply to this email as it is an automated, non-monitored email address.

[Choice Selection and Authorization Form 2025-26](#)  
[Choice Shuttle TENTATIVE Schedule 2025-26.pdf](#)

Sincerely,

Melissa deVita  
Director, Financial Services

cc: Jennifer Cleaves, Principal, EAS  
Jacob Hendrickson, Principal, ICS  
Joe Gorder, Principal, Stella Schola  
Joan Wright, Financial Services  
Jon Kollman, Transportation  
Amanda Lacayo, Accounting