



COMMONWEALTH of VIRGINIA
DEPARTMENT OF EDUCATION

DATE: June 29, 2023
TO: Division Superintendents
FROM: Dr. Lisa Coons, Superintendent of Public Instruction
SUBJECT: **Annual School Bus Driver Critical Shortage Survey Pursuant to *Code of Virginia* Section 22.1-23**

The purpose of this memo is to notify school divisions that *Code of Virginia* [§ 22.1-23](#) requires the Superintendent of Public Instruction to annually survey school divisions to identify critical shortages of school bus drivers by geographic area and local school division. This data will be used to identify school divisions or geographic areas with critical shortages of bus drivers, thus permitting any school bus driver hired by a local school board in any geographic area or school division in which a critical shortage of school bus drivers has been identified to elect to continue to receive a service retirement allowance during such employment if the driver meets certain other conditions. Please note that the Virginia Retirement System (VRS) has also issued [additional guidelines](#) regarding the school bus driver critical shortage area.

The criteria to determine if a school division and/or a Superintendent's Region has a critical school bus driver shortage is:

- The school division received three or fewer qualified applicants when recruiting for vacant school bus driver positions during the previous year. (A qualified school bus driver applicant is determined by compliance with *Regulations Governing Pupil Transportation* sections, [8VAC20-70-280](#). *Requirements for School Bus Drivers Both for Employment and Continued Employment*. and [8VAC20-70-350](#). *Training*.)

The 2023-2024 school bus driver position critical shortage will be identified by your school division's 2022-2023 school year total recruitment of school bus drivers and the total number of

qualified applicants. The bus driver critical shortage survey form will be emailed to your school division's transportation director and the results will be posted on the Virginia Department of Education's website and provided to VRS.

The survey submission requires the signatures of the division transportation and human resources directors, as well as the division superintendent.

For more information or questions, see the table below with contact information.

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