

## **Transportation**

### Bus Schedules – Rural Students

Bus schedules for rural students are developed during the summer months before each new school year. The district strives to develop *First On / First Off* bus schedules whenever possible... students who are picked up first in the mornings are the first ones off in the afternoon.

Bus schedules for a new school year are published in the *Back to School Issue* of Times-Citizen Newspaper the first week of August. Changes may be made to the published schedules as families move in and/or out of the school district. Questions regarding bus schedules should be directed to Mr. Steven Shane, Director of Transportation, 641-648-6405.

### In-Town Transportation

The school district provides transportation for students living within the city limits of Iowa Falls. Important notes about in-town transportation include:

- Pick-up locations for kindergarten through eighth grade students are at Julia O’Neal, Oak Park, Bliss Ave, Sunset Addition, River Oaks, Pineview Elementary School, Rock Run Elementary School, Intersection of Sherman and Depot and Intersection of Fremont and Manor.
- Flexibility to make adjustments to in-town pick-up points if conditions warrant.
- In-town busing for high school students may be available upon request and room availability.

### Hard Surface Road Contingency Plan

The district reserves the right to implement a *Hard Surface Road Contingency Plan* when necessary. This contingency plan run features regular school bus routes on hard surface roads only, and would be implemented only when hard surface roads are fit/safe for travel, but gravel roads are not fit/safe for travel. Typical times for implementation include winter months where there is excessive snow and/or early spring months where there is excessive snow melting and/or rain.

### Bus Rules for Students

#### 1) Be On Time

- Be ready to board the bus at the scheduled pick-up time.

#### 2) Be Respectful

- Be courteous to all who are riding the bus and the bus driver.
- Be sure not to damage or take the property of others or school property.
- Be sure that all personal items and/or garbage are removed from the bus, or placed in trash containers upon departure.

#### 3) Be Safe

- Be sure to follow the bus driver’s directions.
- Be sure to sit down in an appropriate seat when the bus is moving.

- Be sure not to distract the bus driver while s/he is driving.
- Be sure not to bring anything on the bus that is illegal to possess or would cause someone harm.
- Be sure to report any safety problems to the bus driver.

#### 4) Be Helpful

- Be sure to help those who need assistance.

### School Bus Disciplinary Procedures

#### *Disclaimer:*

The disciplinary procedures outlined below are for violations of school bus regulations as outlined in school board policy 711.2R1: Student Conduct on School Transportation Regulation #1- #20.

Incidences of more severe behavioral issues including, but not limited to, fighting, possession of weapons, possession of alcohol, tobacco, drugs, or look-alike substances, will be immediately referred by the driver to the principal. The principal, at his/her discretion, may enact any disciplinary action that is reasonable regardless of the number of previous violations.

#### 1<sup>st</sup> Violation

The driver will give a verbal warning to the student and may assign the student a specific seat assignment.

#### 2<sup>nd</sup> Violation

The driver will assign the student to a specific seat, and will call the parents to discuss the student's behavior. The driver will also advise the principal of the disciplinary situation.

#### 3<sup>rd</sup> Violation

The driver will address the behavior violation with the student and will complete and send a written warning notice to the principal. The principal will meet with the student and will sign and send the warning notice to the parent. The warning notice will inform the parent and student that the next violation will result in the loss of bus riding privileges.

#### 4<sup>th</sup> Violation

The driver will address the behavior violation with the student and will complete and send a second written warning notice to the principal. The principal will meet with the student and will sign and send the warning notice to the parent. The student will lose bus-riding privileges for three school days.

#### 5<sup>th</sup> Violation

The driver will address the behavior violation with the student and will complete and send a third written warning notice to the principal. The principal will notify the parents

and will arrange a meeting with the student, parents, driver, and the principal. The student will lose bus-riding privileges for ten school days.

#### 6<sup>th</sup> Violation

The driver will address the behavior violation with the student and will complete and send a fourth written warning notice to the principal. The principal will meet with the student and will call and/or meet with the parents to personally inform them that: the student has lost bus-riding privileges for the remainder of the school year. If the student legally qualifies to ride a school bus due to exceeding the state-determined distance from home to his/her school attendance center, and no other means are available to transport the student to school, the parents may petition the Board of Education to resolve the matter in an alternative manner.

#### Supervision Expectations of Sponsors, Coaches, Teachers and Chaperones

##### 1) Be Ahead of Time

- Be ready to help supervise the boarding of the bus ahead of the scheduled departure time.

##### 2) Be Sure That Everyone is Respectful

- Be sure that all who are riding the bus are courteous to each other and the bus driver.
- Be sure that all who are riding the bus do not damage or take the property of others or school property.
- Be sure that all personal items and/or garbage of all who are riding the bus are removed from the bus upon departure.

##### 3) Be Sure That the Trip is Safe

- Be sure that all who are riding the bus to follow the bus driver's directions.
- Be sure that all who are riding the bus sit down in an appropriate seat when the bus is moving.
- Be sure that all who are riding the bus do not to distract the bus driver while s/he is driving.
- Be sure that all who are riding the bus do not to bring anything on the bus that is illegal to possess or would cause somebody harm.
- Be sure to report any safety problems to the bus driver.

##### 4) Be Helpful

- Be sure to help those who need assistance.
- Be sure to sit and help supervise from the front, middle and back of the bus.
- Be sure assist the bus driver whenever it is requested