

INDEPENDENT SCHOOL DISTRICT 196
Rosemount-Apple Valley-Eagan Public Schools
Educating our students to reach their full potential

Series Number 707.2.5.2P Adopted May 1980 Revised October 2019

Title Referral for Student Misbehavior in District Vehicle, Grades Preschool-12

Student Name _____ Grade _____ School _____

Date of Incident _____ (a.m.)(noon)(p.m.)(act.) Bus No. _____ Driver _____

Video Camera in Use? Yes No Driver Witnessed? Yes No Bus Patrol Witnessed? Yes No

NOTICE TO PARENTS – This report is to inform you of your son’s or daughter’s misbehavior in a district vehicle. You are urged to support the action taken by the staff and to cooperate with the corrective action initiated today. Riding a district vehicle is a privilege which may be revoked when the safety of students, staff or motorists is jeopardized. Misbehavior in a district vehicle may also result in suspension or expulsion from school, in accordance with Administrative Regulation 503.3AR, Student Behavior Expectations and Consequences for Misbehavior.

DRIVER ACTION TAKEN PRIOR TO REFERRAL (to be completed by driver)

- Gave student verbal warning (circle number of warnings) 1 2 3
- Assigned student to a seat Checked student’s previous misbehaviors in district vehicle

REASON(S) FOR REFERRAL (to be completed by driver)

- | | |
|--|--|
| <input type="checkbox"/> Improper boarding/departing | <input type="checkbox"/> Records or identification falsification |
| <input type="checkbox"/> Not remaining in seat | <input type="checkbox"/> Weapon or look-alike weapon possession |
| <input type="checkbox"/> Interference, disruption or obstruction | <input type="checkbox"/> Fighting |
| <input type="checkbox"/> Abuse: verbal, written or otherwise expressed | <input type="checkbox"/> Tampering with or damage of emergency or safety equipment |
| <input type="checkbox"/> Tobacco and E-cigarettes, possessing | <input type="checkbox"/> Throwing, shooting or spraying of objects or propellants |
| <input type="checkbox"/> Harassment | <input type="checkbox"/> Damage of or tampering with property [vandalism] |
| <input type="checkbox"/> Use of nuisance and/or recording devices | <input type="checkbox"/> Eating/drinking on the bus |
| <input type="checkbox"/> Pushing, shoving or scuffling | |
- Other conduct prohibited by Administrative Regulation 503.3AR (specify) _____

SYNOPSIS:

SCHOOL PROCEDURE – The principal or designee, or Transportation Student Conduct Specialist will talk with the student, send a copy of the referral to the student’s parent or guardian, and take appropriate disciplinary action.

**TO BE COMPLETED BY PRINCIPAL OR STUDENT CONDUCT SPECIALIST,
THEN SIGNED AND RETURNED BY PARENT OR GUARDIAN TO THE SCHOOL**

- Conference with student on _____ (date) Comments _____
- Parent/guardian contacted on _____ (date) by: telephone personal conference referral sent
- Student suspended from vehicle for _____ (days) starting on _____ (date)
- Student expelled from vehicle from _____ (date) to _____ (date)
- Student given in-school suspension for _____ (days) starting on _____ (date)
- Student given out-of-school suspension for _____ (days) starting on _____ (date)
- Student expelled from school from _____ (date) to _____ (date)
- Other response (specify) _____

Signature of Principal/Student Conduct Specialist _____ Date _____

Signature of Parent/Guardian _____ Date _____

Parent/Guardian: Please sign and return to school. Thank you.

White: Parent/Guardian Yellow: School Pink: Transportation