

7. Practice courtesy to fellow students, assist bus driver whenever possible, particularly with small children.
8. Never stick hands, arms, or any other part of the body out of the windows or doors.
9. Remain in your seats while the bus is in motion.
10. Never experiment or tamper with the bus or any of its equipment.
11. Be careful not to leave items such as lunches, clothing, books, etc., on the bus.
12. Keep noise on the bus at a minimum. Loud talking or creating any disturbances is not allowed.
13. Never roughhouse, fight, or throw objects in or from the bus.
14. Never harass or bully other students or bus driver.
15. Never use the emergency door, except under the direction of the driver or in the event of an emergency.
16. Never use obscene language.
17. Never smoke on the school bus.
18. Never eat on the school bus.
19. Never bring pets on the school bus.
20. Remain quiet when the bus is approaching a railroad crossing and until the bus has passed the railroad.
21. Obey the school bus driver and, in case of emergency, remain on the bus unless otherwise instructed by the individual in authority.
22. Never intentionally damage seats or other parts of the bus. The student will be required to pay for the replacement.

The driver is in complete charge of the bus. Students who risk the safety of others by their misbehavior may lose the privilege of riding the bus. If a student violates any of the above rules and regulations and loses the bus privilege, the student or his/her parent/guardian will have to provide transportation to school. In such cases, the law still requires attendance at school.

The School Bus Incident Report to Parents form is mailed to parents informing them of disciplinary action involving their child.

The following guidelines are established for reporting and investigating violations:

1. The driver will complete a misconduct report describing the misconduct of the student or students involved and immediately submit a copy to his/her supervisor.
2. The driver shall also submit a copy of the misconduct report to the appropriate administrator no later than the morning following the incident.
3. The administrator shall review the misconduct report and investigate the incident to determine what action, if any, is appropriate against the student or students involved. If necessary, the administrator will meet with the parents, students, driver, and transportation supervisor. Video tapes, if available, may be used by the principal in the investigation.

Disciplinary Action Sequence For Bus Misconduct

1. Each bus driver will review with students the list or description of expected student behaviors and/or prohibited behaviors.
2. Consequences to be implemented by the bus driver may include, but are not limited to, a conference with the student and assigned seating on the bus.
3. Students will be referred to an administrator when, despite efforts of the driver to change the student behavior, the student refuses or neglects to follow the directions of the driver. Such noncompliance will be classified as bus misconduct.
4. The Student Code of Conduct classifies bus misconduct as a Level II infraction.
5. Any student misconduct while awaiting, traveling on, or departing a bus meets the definition of a Level II infraction.

6. Students suspended due to bus misconduct will be suspended from riding the bus. Students suspended from riding the bus are required to attend school and must assume responsibility for their own transportation to and from school at regularly scheduled times.

Video Cameras on Transportation Vehicles

The Board authorizes the use of video surveillance cameras on vehicles used for the transportation of pupils. The purpose of this system is to support the discipline policies of the school district. The video surveillance cameras shall record visual images.

A notice shall be placed in each vehicle indicating that such a surveillance system may be in operation.

Videotapes will be maintained by the Transportation Department. Employees responsible for implementing the discipline policies of the school district shall be permitted to view the tapes. A student and his/her parents may view only that portion of videotape that relates to the discipline of the student.

Student Safety

Emergency evacuation drills shall be conducted during the months of September and March and shall include practice and instruction concerning the location, use, and operation of emergency doors and fire extinguishers and the proper evacuation of vehicles in the event of fires and accidents. The Transportation Department shall schedule this program.

