

CAESAR RODNEY SCHOOL DISTRICT

FREQUENTLY ASKED QUESTIONS

BAND INSTRUMENT ON SCHOOL BUS RULES

- Title 14 of the Delaware Code addresses the issue of band instruments on school buses. Section 1150, 10.18 states, "Band instruments, shop projects and other school projects shall not be permitted on the bus if they interfere with the driver or other passengers. The aisle, exits and the driver's vision shall not be blocked."
If a bus is not at capacity, a student may keep a small band instrument in their seat. However, if all seats are occupied then the instrument must be kept in the student's lap or at their feet. This is usually only possible for small instruments since larger instruments interfere with other passengers in the seat or area.

BUS STOP INFORMATION

- **Bus Eligibility**
The Regulations of the Delaware Department of Education 14 DE Administrative Code 1150, School Transportation, Section 12.0, govern the provision of student transportation benefits as follows: "Transportation Benefits shall be provided for pupils in grades K-6 whose legal residences are one (1) mile or more from the public school to which they would normally be assigned by the district administration and for pupils in grades 7-12 whose legal residences are two (2) miles or more from the public schools to which they would normally be assigned by the district administration." This regulation stipulates that students in grades K through 6 whose legal residence is within 1 (one) mile of the school are NOT eligible for bus transportation; and, students in grades 7 through 12 whose legal residence is within 2 (two) miles of the school are NOT eligible for bus transportation.

Bus Stop Policy

Housing Developments/ Walking Distance to Bus Stops

- The Regulations of the Delaware Department of Education 14 DE Administrative Code 1150, School Transportation, Section 12.7, governs the distance that a student receiving transportation benefits may be required to walk to the bus stop as follows:
 - "A spur to a bus route (where the bus leaves the main route) shall not be scheduled unless the one-way distance is greater than 1/2 mile."
 - This regulation stipulates that a bus cannot be re-routed and additional bus stops added unless the distance from the student's home to the bus stop exceeds 1/2 mile.

WHAT TO DO WHEN THE BUS DOESN'T ARRIVE ON TIME

- Caesar Rodney School District Transportation Department strives to provide safe and punctual service. Occasionally, a bus will run late due to a mechanical malfunction or a substitute driver may miss a stop. It is our goal to address these concerns in a proactive, positive manner and provide suggestions that your children could use when their school bus does not arrive at their stop.
 1. We recommend students be at the bus stop 10 minutes before the scheduled pick up time.
 2. The Caesar Rodney School District uses WHERESTHEBUS© bus monitoring technology so that parents and students can use their mobile device to get real-time location information so there is less guessing on the arrival time. Click [here](#) for more information on the WHERESTHEBUS© technology.
 3. Parents should have an alternative plan in place when the bus is more than 15 minutes behind schedule. On bad weather days, it is unreasonable for transportation to predict how late any given bus may be. Arrangements for carpooling should be made if the parents are unable to take their own children to school. After waiting at the stop, children should go home and call their parents informing them that they missed the bus. Implement your prearranged plan. When the weather is bad our buses will probably be running late, so be sure your child has dressed appropriately and that he/she always have a way into their home, and that they have the appropriate phone number(s) to reach you.
 4. Occasionally, in good weather, a school bus may run late. When this occurs call the transportation office at (302)697-4147.

WHAT IS THE CAPACITY OF MY CHILD'S BUS?

- Delaware Code dictates the maximum capacity of buses. Nearly all of buses used in the Caesar Rodney School District are full size buses. Buses that service students in grades K-5 have a maximum capacity of 72 passengers (three in a seat).
- Buses that service students in grades 9-12 have a maximum capacity of 48 students (two in a seat).
- Buses that service our middle schools are not clearly defined in Delaware regulations. The reason is that each district sets their own middle school levels as some have an intermediate school and others do something different. Therefore, middle school maximum capacity is “ideally” 54 but can vary depending on ride time, available seats, the size of the students, etc. At Caesar Rodney, the routes are monitored for crowding at the school level and the Supervisor of Transportation makes adjustments to routes where students have a difficult time finding seating.

HOW ARE BUS STOPS CREATED AND WHO MAKES THAT DECISION?

- The creation of bus stops is done in July for the following school year. Bus stops are normally created at corners in communities and at the home on most other streets.
- Bus stops are created with safety and efficiency in mind.
- While we would love to provide stops near all homes, doing so would increase ride times for all students. In an effort to be safe and efficient, communities have stops that are located efficiently but do not compel students to exceed the State walk limit of ½ mile.
- Some families choose to use other stops that may be more convenient. In the event a family uses another stop in their community, and that stop is serviced by the same bus, this is acceptable. However, some larger communities are serviced by several different buses such as the Reserves at Chestnut Ridge. Using another stop that is serviced by another bus, this could result in overcrowding and other related issues. For this reason, using a stop other than the one assigned to the family where the bus is different is not allowed.
- Ultimately, the Supervisor of Transportation makes the final decision on all bus stops in the Caesar Rodney School District.
- For concerns or questions regarding bus stops, please call our office at (302)697-4147.

WILL MY STUDENT HAVE AN ASSIGNED SEAT ON THE BUS?

- The assignment of seats is afforded to the schools and/or bus drivers in Delaware regulations. In some instances, schools and drivers choose to assign seats due to large numbers of riders, student behavior, etc. Families may experience instances where one student is assigned a seat and a sibling is not. Some buses do not warrant seat assignments while others do based on the aforementioned circumstances. We ask that students comply with seat assignments but please call the Transportation Office to start the inquiry process. At times, the schools assign the seats and the Transportation Office may direct families to the school if applicable.

WHAT IF WE MOVE AND NEED A NEW BUS STOP?

WHAT IS THE PROCESS THAT WE SHOULD FOLLOW?

- Should a family move into the District or change addresses during the school year, a “Change of Address” form needs to be completed at the school.
- The form requires the family to provide proof of residency and an ID at the school. Once the address is verified, the building level staff will change the student’s file that day. Overnight, the software updates and the Transportation staff will see the change the next day. On the second day the stop is routed and the driver/contractor is contacted with the change. Depending on the timing of the change, location, and other routes in the area, the new stop could take up to three days to route. The family will receive a phone call from the contractor, driver, or school the day before the stop is to begin so accuracy of contact information is critical.

DISCIPLINE ON THE BUS

- Discipline on the bus is handled at the school.
- Once the driver submits a discipline referral to the school administrator, the school may request a copy of the video from the bus and/or interview all students involved. The families are contacted regarding the referral and the investigation begins.
- At the end of the investigation, the school administrator will make a determination and contact all parties involved with the conclusion and issue a reprimand if applicable.
- The Transportation Office does is not involved in the discipline of students on buses. This office, however, does manage driver credentials, oversee safety, and will weigh in on any and all driver reprimands. The Supervisor of Transportation is solely responsible for this responsibility for all District and contracted drivers.

WE ARE A SCHOOL CHOICE FAMILY. WILL MY STUDENTS GET A RIDE TO SCHOOL ON A BUS?

- The Caesar Rodney School District is prohibited from providing transportation to students that live outside of the Caesar Rodney attendance area. Delaware regulations (Title 14 §1150) clearly details what buses can and cannot do. Listed in these regulations is that students that live outside of the district's attendance area must either provide their own ride to the school or utilize a "group" stop someplace in the district of their choosing.
- In other words, school choice families are allowed to get their students to an existing stop in a community but NOT a "door stop" in front of someone's house. Alternatively, the family can drop off their students at the school as well. However, there will be no bus stop at the home of families that live outside of the CR attendance area.

WHY DOES CAESAR RODNEY FREEZE ROUTES WHEN SCHOOL STARTS?

- In early July the routes for the District begin to form and are completed and given to drivers and contractors two weeks before school starts. In doing so, the drivers have several days to learn their routes, learn the houses, and identify any problems they may foresee. After some minor adjustments, the routes are posted online for families and schools. Once the year begins, families move into the District or move within the attendance area and Change of Address forms are submitted. If the District accommodated all of the change requests, the driver would not have a period of time to learn the route, become familiar with the students, and mistakes will be made. In an effort to maintain safe and efficient routes, the Caesar Rodney School District "freezes" the routes for the first few weeks of school. For the timeline for this school year, please call the Transportation Office at (302)697-4147.

MY WIFE AND I ARE DIVORCED. DO WE GET TWO BUS STOPS?

- According to Delaware Regulations, a student is allowed one (1) stop in the morning and one (1) stop in the afternoon. These stops are for the year and not day-by-day. In other words, a student may get on at their mother's house in the morning and get off at their father's house in the afternoon.
- Caesar Rodney affords students of split families some latitude with bus stops. While we are not allowed to create new stops for students, we do allow students to use "existing" stops when possible in situations such as this. For example, if mom lives in a community where there is already a corner stop, the student may use this stop since it is already created as long as the bus is not overcrowded already. If dad lives in a different community then the same is true. However, if mom lives on a street that has no corner stop and dad does as well, then there is no "existing" stop to use and the family has to choose. Finally, if one of the parents lives in a community, and the other lives on a street, then the family may choose to have a stop at the street address and choose when to use the stop in the community since the bus is going there already. We understand that this may be confusing and a call to the office my help. *In short, this is easily done if both parents live in a community. Two stops gets a little more tricky if one lives on a street with a "door" stop. Two stops is virtually impossible to accommodate if both live on a street with a "door stop" unless the student exclusively does one house in the morning and the other in the afternoon.*