

August 2026

To Parent or Person in Parental Relation:

This letter is to inform you of the driving policy in effect for the **2026–2027 school year** at the Bixhorn Technical Center.

Students are **prohibited from driving to school** unless they have applied for and been granted a **student driving pass** by BTC administration. Driving passes will only be considered for students with an **extenuating circumstance** that requires them to drive. All other students are required to use district transportation to and from the Academy.

If a student misses the bus, they are still prohibited from driving to the Academy. Students must arrive to campus via district transportation or can be dropped off at the BTC designated student drop off area. Students who drive themselves without proper administrative permission and without a valid driving pass, will be in violation of our driving policy and will be subject to the consequences outlined below.

- **1st Offense:** The student will receive a verbal and documented warning and parents/guardians and home school will be notified.
- **2nd Offense:** The student will receive a **one-day in-school suspension** from their Academy class and parents/guardians and home school will be notified.
- **3rd Offense:** The student will receive a **one-day out-of-school suspension** from their Academy class (which may also result in a suspension from their home school) and parents/guardians and home school will be notified.
- **Additional Offenses:** Progressive disciplinary action as determined by administration.

This policy will take effect on **September 8, 2026**.

We are committed to maintaining a safe and supportive learning environment for all students, staff, and community members. We appreciate your cooperation and understanding in upholding this policy.

Sincerely,
Nicole Zergebel
Nicole Zergebel
Principal

