New Policy 2234
First Reading
October 14, 2026
Second Reading
November 11, 2026

POLICY 2234

Transportation: Student Management

A. Generally

1. Effective student management requires collaborative effort of multiple groups, including but not limited to: the District administration, bus operators, students, and parents. The Board adopts this policy to set forth the responsibilities of each group to contribute to good student transportation management to promote the safety and well-being of students.

B. District Responsibility

1. The Board is responsible to:

   a. Establish the policies and procedures by which the program functions.

   b. Establish regulations governing the behavior and safety of students while on the bus and at the bus stop.

   c. Institute and administer an instructional program that teaches students proper conduct and safety procedures.

   d. Conduct a training program for school bus drivers to ensure that all policies, procedures and regulations are understood and why they must be enforced.

   e. Ensure that parents receive written copies of bus rules and regulations that clearly establish parents' roles and obligations with respect to student promptness, attitude and behavior.

   f. Initiate procedures to ensure open lines of communication and cooperation among administrators, bus drivers and attendants, and the State Board of Education.

   g. Provide training in student management skills that extends beyond the scope of enforcing rules and regulations.

   h. Ensure that administrators support and enforce disciplinary procedures, policies, and actions by the driver.

C. Operator Responsibility

1. School bus operators are responsible to:

   a. Be familiar with all rules, policies and procedures affecting student transportation.

   b. Be proficient in the appropriate use of all equipment, tools, technologies and adaptive equipment in the bus.

   c. Establish rapport with parents, the operator's supervisor, and each building administrator and work to ensure proper conduct and communications.

   d. Establish proper rapport with students.

   e. Demonstrate and instruct students in safe and appropriate behavior, consequences of improper behavior, general procedures, and evacuation drills and safe travel practices.

   f. Maintain order and safety and protect the rights of others in the school bus, using good judgment and prudence in doing so and using appropriate verbal interventions, including but not limited to:

      1) Minimizing interior noise.

      2) Requiring an orderly entrance and exit.

      3) Eliminating the movement or potential movement of objects.

      4) Requiring silence at railroad crossings.

      5) Prohibiting transportation of unauthorized materials.

      National School Transportation Specifications and Procedures p. 168-169 (May 2025)

D. Student Responsibility

1. Proper student behavior is important because the distraction of the driver can cause accidents. Students should be aware of and abide by reasonable regulations to enhance safety. The student should clearly understand the consequences of unacceptable behavior. Students are responsible to:

   a. Be aware that they are responsible for their actions and behavior.

b. Know what the rules and procedures are and abide by them.

c. Display proper respect for the rights and comfort of others.

d. Realize that school bus transportation can be denied if they do not conduct themselves properly.

e. Be aware that any driver distraction is potentially hazardous to the safety of all passengers, the driver, pedestrians and motorists.

f. Be aware of the dangers of loose clothing, drawstrings, clothing accessories, backpacks, and other loose personal items.

g. Be aware of the dangers of walking to and from, in and around the loading and unloading zone, of the need to cross the road safely at the bus stop, to avoid retrieving items dropped in the danger zone of the bus during loading and unloading, and to move away from the bus (out of the danger zones) after unloading.

National School Transportation Specifications and Procedures p. 158-159 (May 2025)

E. Parent/Guardian Responsibilities

1. Parents and guardians are responsible to:

a. Understand and support District rules and policies, regulations, and principles of school bus safety.

b. Encourage children to abide by rules and regulations.

c. Assist children in understanding rules and regulations.

d. Recognize their responsibility for the actions of their children, including their responsibility for the safety of the children before the bus arrives to pick them up and after the bus departs following dropping them off.

e. Support safe riding practices and reasonable discipline efforts.

f. Teach children proper procedures for safely crossing the roadway before boarding and after leaving the bus.

g. Support procedures for emergency evacuation.

h. Respect the rights and privileges of others.

i. Understand the dangers of loose clothing, drawstrings, clothing accessories, backpacks and other loose personal items and take appropriate action.

j. Monitor bus stops, if possible.

k. Support efforts to improve school bus safety.

l. Be aware of illegal or other undesirable activities and other dangers involved in and around the loading and unloading zone.

m. Communicate observed safety concerns to the appropriate District representative.

National School Transportation Specifications and Procedures p. 158-159, Appendix D p. 442-445 (May 2025)