

The Board of Trustees of Minidoka County Joint School District No. 331 expects students to be courteous and practice good conduct while waiting for school buses on and off school property.

Provisions:

The following provisions are delineated:

1. Students will abide by this policy while waiting to load school buses on and off school property.
2. Students will abide by the discipline policies of their respective schools and the School Bus Discipline Policy while waiting to load school buses. When students load at a school other than their own they will abide by the policies of that school.
3. Bus drivers and school staff will issue Bus Loading Violation Reports to students who violate the provisions of this policy.
4. The "first" Violation Report is only a WARNING that the above action has taken place. This report must be signed and returned to the Principal in order for the student to be admitted to school.
5. The "second" Violation Report will bring DISCIPLINARY ACTION and possible suspension from bus riding privileges from one (1) to five (5) days. Parents must contract the student's principal to see if a solution to the problem can be reached. If no contract is made the student will not be admitted to school.
6. The "third" Violation Report may bring from one (1) day to complete suspension from riding the bus. Parents or guardian must meet with the Principal if the student is to be allowed to ride the bus after the suspension period, and then only if property corrective measures have been taken.

Supervision of School Loading/Unloading Zones

The school principal shall provide adequate supervision of loading and unloading areas at their site during the loading and unloading of school buses. Supervision should be appropriated to the size of the loading/unloading area and the number of students present to ensure close, continuous and interactive supervision whenever students and/or buses are present in the loading area.

1. Severity Clause:

A student can be temporarily suspended from bus riding privileges by the Transportation Supervisor or designee for behavior endangering the safety of the bus and/or its occupants. The Transportation Supervisor has the authority to request a four point citation, regardless of where a student is in the citation process, depending on the severity of the specific incident.

2. Citation Appeal Process

If the parent/guardian appeals the decision of the Transportation Supervisor, within five (5) days of suspension of bus riding privileges, the Superintendent shall convene District's Transportation Hearing Committee made up of one (1) Transportation Assistant Supervisor, two (2) administrators/counselors, who shall comprise the hearing panel, the

superintendent or his/her designee, who shall act as the hearing officer, and a recorder who shall schedule an informal hearing to determine whether to revoke or reinstate riding privileges. The student and parent/guardian shall be notified of such hearing and may appear and show causes why the student should not have bus-riding privileges revoked. The decisions of the Transportation Hearing Committee Superintendent may be appealed to the Board of Trustees. The decisions of the Board of Trustees are final.



**LEGAL REFERENCE:**

**ADOPTED: November 18, 1985**

**AMENDED/REVISED:**

**ATTACHMENT: “Bus Loading Violation Report to Parents” MINIDOKA SCHOOL DISTRICT #331 – TRANSPORTATION DEPARTMENT –BUS LOADING CITATION**

**BUS LOADING VIOLATION REPORT TO PARENTS**

Students Name \_\_\_\_\_ Date \_\_\_\_\_

Building \_\_\_\_\_ Bus Route # \_\_\_\_\_

**REASON FOR ACTION CHECKED BELOW:**

\_\_\_\_\_ Will not follow directions

\_\_\_\_\_ Fighting

\_\_\_\_\_ Unsafe conduct

\_\_\_\_\_ Destroying or defacing school property

\_\_\_\_\_ Improper Language

\_\_\_\_\_Other\_\_\_\_\_

1. \_\_\_\_\_The "first" note is only a WARNING that the above action has taken place. (This note must be signed and returned to the Principal tomorrow morning in order for the student to be admitted to school.)
2. \_\_\_\_\_The "second" note will bring DISCIPLINARY ACTION and possible suspension from bus riding privileges from 1 to 5 days. Parents must contact the child's Principal to see if a solution to the problem can be reached. If no contact is made the student will not be admitted to school.
3. \_\_\_\_\_The "third" note may bring from one day to complete suspension from riding the bus. Parents or guardian must meet with the Principal if student is to be allowed to ride the bus after the suspension period, and then only if proper corrective measures have been worked out.

Principal's Signature \_\_\_\_\_ Bus No. \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Telephone No. \_\_\_\_\_

**MINIDOKA SCHOOL DISTRICT #331 – TRANSPORTATION DEPARTMENT –BUS LOADING CITATION**

Authority of Driver: Pupils transported in a school bus shall be under the authority of and responsible directly to the bus driver. Continued disorderly conduct or persistent refusal to submit to the authority of the driver, shall be sufficient reason for a pupil to be denied transportation in accordance with regulation of the School Board. The driver of any school bus shall be held responsible for the orderly conduct of the pupils transported.

The Notice of Unsatisfactory Conduct shall be kept on a student conduct record which will be filed by the Transportation Supervisor. If a student accumulates three (3) Notices of Unsatisfactory Conduct, he/she may be expelled from riding the school bus for the remainder of the year. Consequently, the burden of the child's transportation becomes the responsibility of the parent/guardian for the remainder of the school year.

The first infraction of a Notice of Unsatisfactory Conduct shall result in a warning and must be signed by parent/guardian before pupil may resume riding the bus.

The second infraction may result in a minimum three (3) day suspension of riding privileges and until parents and student meet or speak with the Transportation Supervisor, bus driver, and if necessary principal; during which the parent will be responsible that the child is delivered to the school by some other way than school transportation. When suspended he/she will not be allowed to ride Minidoka County School District buses which includes field trips or activity trips. Subsequent infractions may result in the student being expelled for the remainder of the school year.

**Bus Rules:**

1. Students are not to carry on unnecessary conversation with the driver while the bus is in motion.
2. Students shall not use profane/obscene language and/or gestures while on the bus.
3. Students shall not tamper with emergency doors or equipment.
4. Students must keep all parts of their body inside the bus at all times.
5. Student must be on time for the bus. THE BUS WILL NOT WAIT FOR STUDENTS NOT AT THE LOADING AREA WHEN THE BUS ARRIVES.
6. No animals except service animals are permitted on any school bus.
7. Students must board and leave the bus at their established stop, except when they have a request signed by their parents to do otherwise.
8. Eating or drinking while riding the bus is not allowed.
9. Students must strive to keep the bus clean and neat. No materials are to be thrown inside the bus, from the bus, or into the bus.

*The above is only a partial listing of the rules found in Policy 378.20 and may be amended to by the Board of Trustees or their designee.*

If you need a Spanish version of this form, please let the transportation know.

MCS D TRANSPORTATION DEPARTMENT  
(PHONE: 208-436-3311)

NOTICE OF UNSATISFACTORY CONDUCT ON SCHOOL BUS

**Minor Infractions:** Include, but are not limited to discourteous or disruptive behavior, failure to follow bus driver directions.

**Major Infractions:** Three minor infractions constitute a major infraction. Other major infractions include but are not limited to, physical fighting, profane language or behavior which threatens the welfare and/or safety of self and/or others, and defiant behavior towards the bus driver or other school employees assigned transportation responsibilities, bullying or harassment, damage to school property to be billed to parent/guardian (see Policy 342.10).

*Major Infractions - students will be refused transportation on first offense and until parents and student have met with proper authorities in which the problem has been resolved.*

This is a notice that the conduct of \_\_\_\_\_ on bus # \_\_\_\_\_  
from (school) \_\_\_\_\_ (grade) \_\_\_\_\_ on (date) \_\_\_\_\_ has been  
unsatisfactory for the following reasons but not limited to:

Substance Abuse: \_\_\_\_\_ Disrespect: \_\_\_\_\_ Profanity/Vulgarity: \_\_\_\_\_

Fighting: \_\_\_\_\_ Bullying/Harassment: \_\_\_\_\_ Tobacco Use/Drugs/ Alcohol: \_\_\_\_\_

Weapon: \_\_\_\_\_ Destruction of Property: \_\_\_\_\_ Other: \_\_\_\_\_

Description of Incident: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

( ) Minor Infraction ( ) Major Infraction Number of Infractions \_\_\_\_\_

Driver's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I have read the notice and understand further offenses may result in my son/daughter losing bus privileges.

\_\_\_\_\_  
Parent/Guardian Signature Date

\_\_\_\_\_  
Transportation Supervisor or Principal Signature (if needed) Date