TRIO Wolf Creek Distance Learning Charter School #4095

709 STUDENT TRANSPORTATION SAFETY POLICY

I. PURPOSE

The purpose of this policy is to provide safe transportation for students and to educate students on safety issues and the responsibilities of school bus ridership. Transportation for charter schools is provided by Chisago Lakes ISD #2144 through their carrier, 4.0 School Services.

II. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING

A. School Bus Safety Week

The charter school may designate a school bus safety week. The National School Bus Safety Week is the third full week in October.

B. Student Training

1. The charter school shall provide students enrolled in grades 9 and 10 with age-appropriate school bus safety training of the following concepts:

   a. transportation by school bus is a privilege, not a right;

   b. charter school policies for student conduct and school bus safety;

   c. appropriate conduct while on the bus;

   d. the danger zones surrounding a school bus;

   e. procedures for safely boarding and leaving a school bus;

   f. procedures for safe vehicle lane crossing; and

   g. school bus evacuation and other emergency procedures.

2. All students in grades 9 and 10 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training by the end of the sixth week of school, if they have not received school bus training in grades K through 6. Students in grades 9 and 10 who enroll in a school after the second week of school, are transported by school bus, and have not received training in their previous schools shall undergo school bus safety training or receive bus safety instructional materials within four weeks of their first day of attendance.

3. The charter school will make reasonable accommodations in training for students known to speak English as a second language and students with disabilities.

III. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR

A. Riding the school bus is a privilege, not a right. The charter school's general student behavior rules are in effect for students on school buses.

While the charter school furnishes transportation for pupils in accordance with State law, it does not relieve parents of students from the responsibility of supervision until such time as the student boards the bus in the morning and after the student leaves the bus at the end of the school day.

Once a student boards the bus – and only at that time – does he or she become the responsibility of the charter school, however, the charter school encourages a school/parent relationship which strongly involves the parent in the conduct of their children while under the jurisdiction of the school. Such responsibility shall end when the student is delivered to the regular bus stop at the close of the school day.

B. Consequences for school bus/bus stop misconduct will be imposed by the charter school under adopted administrative discipline procedures. In addition, all school bus/bus stop misconduct will be reported to the charter school's Dean of Students. Serious misconduct may be reported to local law enforcement.

1. School Bus and Bus Stop Rules. If these rules are broken, the charter school's discipline procedures are to be followed. Consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the charter school's Dean of Students.

The charter school's responsibility begins when the student boards the bus at the bus stop and ends when the student disembarks from the school bus at the bus stop. Behavior at the bus stop should be monitored and is under the jurisdiction of the parents/guardians of those students at the particular bus stop.

2. Rules at the Bus Stop

a. Get to your bus stop five minutes before your scheduled pick up time. The school bus driver will not wait for late students.

b. Respect the property of others while waiting at your bus stop.

c. Keep your hands, arms, legs and belongings to yourself.

d. Use appropriate language.

e. Stay away from the street, road or highway when waiting for the bus.

f. Wait until the bus stops before approaching the bus.

g. After getting off the bus, move away from the bus.

h. If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.

i. No fighting, kicking, harassment, intimidation or horseplay.

j. No use of alcohol, tobacco or drugs.

3. Rules on the Bus

a. Immediately follow the directions of the driver.

b. Remain seated while the bus is in motion.

c. Talk quietly and use appropriate language.

d. Keep all parts of your body inside the bus.

e. Keep your hands, arms, legs and belongings to yourself.

f. No fighting, kicking, harassment, intimidation or horseplay.

g. Do not throw any object.

h. No possession or use of alcohol, tobacco or drugs.

i. Do not bring any weapon, look-alike weapon or dangerous objects on the school bus.

j. Do not damage the school bus.

k. Driver has the right to assign seats.

Remember: Always treat others with respect.

4. Consequences

a. Consequences for school bus misconduct will apply to all regular routes. Decisions regarding a student's ability to ride the bus in connection with co-curricular and extracurricular events (for example, field trips or competitions) will be at the sole discretion of the charter school. Parents or guardians will be notified of any suspension of bus privileges in writing.

(1) High School (Grades 9-12):

1st offense – written warning by the bus driver to the student and the driver to contact the student's parent either by telephone or direct contact. Bus Conduct Report mailed to the parent from 4.0 School Services. A copy of the Bus Conduct Report is sent to the Dean of Students.

2nd offense – 3 school day suspension from riding the bus once the Dean of Students has received the Bus Conduct Report from the bus driver. The Dean of Students will contact the parent(s).

3rd offense – a minimum of 60 school day suspension up to a maximum suspension of one school year (174 school days). The Dean of Students will contact parent(s).

b. A parent can appeal the decision made above by requesting a hearing relative to the final action to the Charter School Director within five (5) calendar days of the suspension. A determination will be made if there would be a change in the suspension. The student shall remain suspended from the bus until the conclusion of the appeal hearing.

5. Other Discipline

Based on the severity of a student's conduct, more serious consequences may be imposed at any time. Depending on the nature of the offense, consequences such as suspension or expulsion from school also may result from school bus/bus stop misconduct.

6. Records

Records of school bus/bus stop misconduct will be forwarded to the charter school and will be retained in the same manner as other student discipline records. Reports of student misbehavior on a school bus or in a bus-loading or unloading area that causes an immediate and substantial danger to the student or surrounding persons or property will be provided by the charter school to the Department of Public Safety in accordance with state and federal law.

7. Vandalism/Bus Damage

Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within two weeks may result in the loss of bus privileges until damages are paid.

8. Notice

Rules will be posted on each school bus and will be published on the charter school's website. School bus and bus stop rules and consequences for violations of these rules will be reviewed with students annually and copies of these rules will be made available to students. School bus rules are to be posted on each school bus.

9. Criminal Conduct

In cases involving criminal conduct (for example, assault, weapons, possession or vandalism), the appropriate charter school personnel and local law enforcement officials will be informed.

IV. PARENT AND GUARDIAN INVOLVEMENT

A. Parent and Guardian Notification

The charter school bus and bus stop rules will be provided to each family on the charter school's website. Parents and guardians are asked to review the rules with their children.

B. Parents/Guardians Responsibilities for Transportation Safety

Parents/Guardians are responsible to:

1. Become familiar with charter school rules, policies, regulations, and the principles of school bus safety, and thoroughly review them with their children;

2. Support safe riding and walking practices, and recognize that students are responsible for their actions;

3. Communicate safety concerns to their school administrators;

4. Monitor bus stops, if possible;

5. Have their children to the bus stop five minutes before the bus arrives;

6. Have their children properly dressed for the weather; and

7. Have a plan in case the bus is late.

V. SCHOOL TRANSPORTATION SAFETY DIRECTOR

The charter school board has designated the Director of Business Services, Chisago Lakes ISD #2144 and fiscal agent for the charter school to serve as the charter school's transportation safety director. The charter school transportation safety director shall have day-to-day responsibility for pupil transportation safety when provided by the charter school. The charter school transportation safety director will assure that this policy is periodically reviewed to ensure that it conforms to law. The charter school transportation safety director shall certify annually to the charter school board that each school bus driver meets the school bus driver training competencies required by Minn. Stat. § 171.321, Subd. 4. The charter school transportation safety director also shall annually verify or ensure that the private contractor utilized by the school has verified the validity of the driver's license of each person who transports students for the charter school with the National Driver's Register or the Department of Public Safety. The charter school transportation safety director also shall confirm annually with the Director that students have received school bus safety training in accordance with state law. The name, address and telephone number of the charter school transportation safety director are on file in the charter school office. Any questions regarding student transportation or this policy may be addressed to the charter school transportation safety director.

Legal References: Minn. Stat. § 122A.18, Subd. 8 (Board to Issue Licenses)
Minn. Stat. § 123B.03 (Background Check)
Minn. Stat. § 123B.42 (Textbooks; Individual Instructor or Cooperative Learning Material; Standard Tests)
Minn. Stat. § 123B.88 (Independent School Districts; Transportation)
Minn. Stat. § 123B.885 (Diesel School Buses; Operation of Engine; Parking)

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Minn. Stat. § 123B.90 (School Bus Safety Training)
Minn. Stat. § 123B.91 (Charter School Bus Safety Responsibilities)
Minn. Stat. § 144.057 (Background Studies on Licensees and Other Personnel)
Minn. Stat. § 169.011, Subds. 15 and 71 (Definitions)
Minn. Stat. § 169.02 (Scope)
Minn. Stat. § 169.443 (Safety of School Children; Bus Driver's Duties)
Minn. Stat. § 169.446, Subd. 2 (Driver Training Programs
Minn. Stat. § 169.451 (Inspecting School and Head Start Buses; Rules; Misdemeanor)
Minn. Stat. § 169.454 (Type III Vehicle Standards)
Minn. Stat. §169.4582 (Reportable Offense on School Buses)
Minn. Stat. §§ 169A.25-169A.27 (Driving While Impaired)
Minn. Stat. § 169A.31 (Alcohol-Related School Bus or Head Start Bus Driving)
Minn. Stat. §§ 169A.50-169A.53 (Implied Consent Law)
Minn. Stat. § 171.02, Subds. 2, 2a, and 2b (Licenses; Types, Endorsements, Restrictions)
Minn. Stat. § 171.168 (Notification of Conviction for Violation by a Commercial Driver)
Minn. Stat. § 171.169 (Notification of Suspension of License of Commercial Driver)
Minn. Stat. § 171.321 (Qualifications of a School Bus Driver)
Minn. Stat. §171.3215, Subd. 1(c) (Canceling Bus Endorsement for Certain Offenses)
Minn. Stat. §181.951 (Authorized Drug and Alcohol Testing)
Minn. Stat. Ch. 245C (Human Services Background Studies)
Minn. Stat. § 609.02 (Definitions)
Minn. Rules Part 7470.1000 – 7470.1700 (School Bus Inspection)
34 C.F.R. §383.5 (Transportation Definitions)
49 C.F.R. §383.31 (Notification of Convictions for Driver Violations)
49 C.F.R. §383.33 (Notification of Driver's License Suspensions)

Cross References:
Policy 416 (Drug and Alcohol Testing)
Policy 506 (Student Discipline)
Policy 515 (Protection and Privacy of Pupil Records)
MSBA Policy 707 (Transportation of Public Students)
MSBA Policy 708 (Transportation of Nonpublic Students)
MSBA Policy 710 (Extracurricular Transportation)