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2 In conjunction with the School Board, while the Melba School District accepts that it is our duty to
3 provide transportation to students, it is also our duty to deny the privilege to provide transportation if
4 good cause exists. “Good cause” may be impracticability of providing the service, alteration of non-
5 transportation zones or when a student misbehaves.

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7 Safety is the number one priority for the transportation of students. In order to ensure safety, full
8 compliance with the State and Federal requirement will be met with proper equipment, proper
9 training and personnel.

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11 Proper conduct by students contributes greatly to the safety of this district’s transportation program.
12 Therefore, the following rules of student conduct must be observed;

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- 14 1. Students must obey the bus driver’s directions promptly and courteously.
- 15
- 16 2. Students must avoid loud talking or unnecessary confusion. Absolute silence is demanded
17 when the driver stops the bus at a railroad crossing.
- 18
- 19 3. Students must keep hands, arms, and head inside the bus at all times. Windows may not be
20 opened more than half way.
- 21
- 22 4. Students must be on time to board the bus. It is recommended students arrive at the bus stop
23 five minutes before the scheduled arrival of the bus.
- 24
- 25 5. Students approaching bus stops, stay well off the roadway when waiting for the bus, and
26 respect the property at the bus stop.
- 27
- 28 6. Students must not try to board the bus until it comes to a complete stop and the door is
29 opened.
- 30
- 31 7. Students must remain seated while on board.
- 32
- 33 8. If it is necessary for a student to cross the road after leaving the bus, he or she must wait
34 fifteen (15) feet in front of the bus until the bus driver gives the “all clear” signal, and then
35 cross carefully. In crossing the road to board the bus, the student must wait until the bus
36 driver gives the “all clear” signal, and then carefully cross in front of the bus.
- 37
- 38 9. Students must board and leave the bus at their established stop, except when they have a
39 request signed by their parent or guardian to do otherwise, or direct communication from the
40 office.
- 41
- 42 10. When assigned to a bus a student must continue to ride that bus unless reassigned by the
43 respective school building principal, or transportation supervisor.
- 44
- 45 11. Students must strive to keep the bus clean and neat. No materials are to be thrown from
46 the bus. Eating or drinking is not allowed on a school bus.
- 47
- 48 12. No smoking or tobacco will be permitted on any bus transporting students to sponsoring

1 functions.

2
3 13. No items are to be stored in the aisle, or in the back exit windows. Any large items carried on
4 the bus must be held on the students' laps. Items such as large musical instruments, shop
5 projects, pets, etc., will not be transported with students on the bus.

6
7 14. A bus driver has the same status and authority as a teacher insofar as discipline is concerned.
8 The bus is just an extension of the classroom.

9
10 15. The bus driver is allowed to assign seats, or make any decision concerning the student's
11 actions while on the bus.

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13 16. Students will refrain from the use of profanity at all times.

14
15 17. Students will refrain from scuffling or fighting on or around the school bus.

16
17 18. Students will always be kind and courteous to each other.

18
19 The Melba School Board authorizes school officials to deny transportation privileges to students for
20 good cause. The bus driver will first endeavor to convey to the student the seriousness of the
21 violation of any of the rules of student conduct. Upon continued violation, the driver will refer the
22 student to the principal or designee of his or her respective school. The principal or designee will
23 seek to impress upon the student the need for improvement in bus conduct. The principal or
24 designee, or the district supervisor of transportation, will suspend the student's bus transportation
25 privileges as follows:

- 26
27 1. First Citation; written letter sent to parents,
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29 2. Second Citation: Written citation, parents called by the principal,
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31 3. Third Citation: Refer student to principal or transportation supervisor. Principal and/or
32 transportation supervisor will conference with student and parents. A loss of five days bus
33 privileges and student must be in attendance.
34
35 4. Fourth Citation: Refer student to Principal or Transportation supervisor. Conference with
36 student and parents. Student will forfeit all bus privileges for a 9-week period. Any
37 additional bus problems after reinstatement will result in loss of privileges for the
38 remainder of the school year. Student is expected to maintain and adhere to all school
39 attendance policies.
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41 5. Additional Citations may result in the permanent denial of transportation privileges.

42
43 The transportation services provided by this district are a privilege, not a right. Students may be
44 prevented from availing themselves of transportation services due to disciplinary infractions.

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46 Parents may choose to challenge a citation by submitting a Notice to Challenge to the
47 Superintendent. The specific reasons and requested relief must be included in the Notice of
48 Challenge. The Superintendent must notify the parents within 2 days of the response to the

1 Notice of Challenge,
2 Suspension of bus transportation privileges for students with disabilities as defined by Public Law
3 94-142, and subsequent amendments, and Section 504 of the 1973 Rehabilitation Act, will follow
4 federal guidelines and the provisions of this policy.

5
6 Any vandalism or destruction of school bus property will result in payment for damages and may
7 result in automatic forfeiture of all school bus privileges for one (1) calendar year (365 days from
8 date of occurrence).

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10 The Superintendent shall develop appropriate procedures to be followed prior to permanent
11 denial of transportation privileges.

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13 Designated sites for parent/guardian pick up are:
14 Carrie Rex Road-----Grade school students
15 Broadway/Stokes Ln-----Middle/High school students



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18 **LEGAL REFERENCE:**
19 *Pupil Transportation, Responsibilities and Operations Manual,*
20 Idaho State Department of Education, revised 1996.
21 Idaho Code § 33-1501

22 **ADOPTED:**
23 May 14, 2001