

School Bus Scheduling and Routing

Registration

This administrative rule clarifies school bus scheduling, registration, and routing. In rare circumstances, the dates outlined below may need to be extended to adjust existing resources or apply new resources, to meet demand, or to accommodate exceptional family hardships that impacted them from meeting deadlines.

Registration to ride the school bus is required annually for all students who qualify for and wish to ride the public school bus. Registration procedures shall be under the supervision of the Superintendent or designee.

1. Registration for first day, fall ridership shall open on May 15 of the prior school year with a closing deadline of July 15. Parents should register their child/ren even if the student will not be riding the school bus at the beginning of the year, but plans to ride later in the school year. The ridership database will identify the start date selected by the parent;
2. Registrations received after the closing date of July 15, but prior to the beginning of school, will be processed and ridership for qualifying students shall begin no later than one month after the start of school or the date of registration, whichever is later;
3. Qualifying students who move into the District and register for busing during the school year will be added to the routes as soon as reasonably possible;
4. Parents are expected to notify the transportation department any day the student does not ride the bus. When a student does not ride the bus for five consecutive days and no notice has been made to the transportation department regarding the absence, the student's name will be removed from the database and he/she will be considered a nonrider. To request bus service for a student after he or she has been removed from the list, the parent must register using the above procedure.

Capacities

Capacity listed on the name plate on the bus is maximum capacity. Due to the difference in size of kindergarteners through high school students, maximum capacity does not necessarily state accurately how many students may ride the bus safely. Thus, the District and/or its contractor will determine capacity based on the grades and/or sizes of the students riding.

Routing

Following the intent of Board Policy IEAC, bus routes are designed with safety first and efficiency second. Pick up and drop off times are determined with the goal of the shortest possible route for the greatest number of students on the route. General walkout distances will be determined after discussion with the School Board.