

## Math and Science Academy

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Revised: November 3, 2003  
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Revised: October 19, 2015

### 709 STUDENT TRANSPORTATION SAFETY POLICY

*[Note: School districts are required by statute to have a policy addressing these issues.]*

#### I. PURPOSE

The purpose of this policy is to provide safe transportation for MSA students and to educate MSA students on safety issues and the responsibilities of school bus ridership. The rules of School District 833 (South Washington County School District) apply for any student riding on their buses to and from MSA.

#### II. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING

##### A. School Bus Safety Week

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

##### B. Student Training

1. MSA, through District 833 staff, shall provide students enrolled in grades 6 through 10 with age-appropriate school bus safety training of the following concepts:
  - a. transportation by school bus is a privilege, not a right;
  - b. District 833 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 grade 6 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 third week of school. All students in grades 7 through 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 or receive bus safety instruction materials by the end of the sixth week of school, if they have not previously received school bus training. Students in grades 6 through 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 school districts shall undergo school bus safety training or receive bus safety instructional materials within 4 weeks of their first day of attendance.
3. District 833 must conduct a school bus evacuation drill at least once during the school year.
4. Reasonable accommodations in training for students known to speak English as a second language and students with disabilities must be made.
5. District 833 shall adopt and make available for public review a curriculum for transportation safety education. MSA will use District 833's school transportation safety education curriculum.

### **III. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR**

- A. Riding the school bus is a privilege, not a right. MSA's general student behavior rules are in effect for all students on school buses.
- B. Consequences for school bus/bus stop misconduct will be imposed by MSA under adopted administrative discipline procedures. In addition, all school bus/bus stop misconduct will be reported to the MSA Director (Director). Serious misconduct may be reported to local law enforcement.
  1. School Bus and Bus Stop Rules. District 833 school bus safety rules are posted on every bus. If these rules are broken, MSA's discipline procedures are to be followed. In most circumstances, consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to District 833's Transportation Office and to MSA.
  2. Rules at the Bus Stop
    - a. Get to your bus stop 5 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 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, 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. Sit in your seat facing forward.
- c. Talk quietly and use appropriate language.
- d. Keep all parts of your body inside the bus.
- e. Keep your arms, legs, and belongings to yourself.
- f. No fighting, harassment, intimidation, or horseplay.
- g. Do not throw any object.
- h. No eating, drinking, or use of alcohol, tobacco, or drugs.
- i. Do not bring any weapons or dangerous objects on the school bus.
- j. Do not damage the school bus.

4. Consequences

Consequences for school bus/bus stop misconduct will apply to all regular and late 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 in the sole discretion of MSA. Parents or guardians will be notified of any suspension of bus privileges.

- a. Elementary (6)

1st offense – warning  
2nd offense – 3 school-day suspension from riding the bus  
3rd offense – 5 school-day suspension from riding the bus  
4th offense – 10 school-day suspension from riding the bus/meeting with parent  
Further offenses – individually considered. Students may be suspended for longer periods of time, including the remainder of the school year.

b. Secondary (7-12)

1st offense – warning  
2nd offense – 5 school-day suspension from riding the bus  
3rd offense – 10 school-day suspension from riding the bus  
4th offense – 20 school-day suspension from riding the bus/meeting with parent  
5th offense – suspended from riding the bus for the remainder of the school year

Note: When any student goes 60 transportation days without a report, the student's consequences may start over at the first offense.

- c. 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.
- d. Records. Records of school bus/bus stop misconduct will be forwarded to MSA 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 are reasonably believed to cause an immediate and substantial danger to the student or surrounding persons or property shall be provided by MSA to local law enforcement and the Department of Public Safety in accordance with state and federal law.
- e. Vandalism/Bus Damage. Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within 2 weeks may result in the loss of bus privileges until damages are paid.
- f. Notice. 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.
- g. Criminal Conduct. In cases involving criminal conduct (for example, assault, weapons, drug possession, or vandalism), the Director and local law enforcement officials will be informed.

#### **IV. PARENT AND GUARDIAN INVOLVEMENT**

## **A. Parent and Guardian Notification**

District 833 school bus and bus stop rules will be provided to each family. Parents and guardians are asked to review the rules with their students.

## **B. Parents/Guardians Responsibilities for Transportation Safety**

Parents/Guardians are responsible to:

1. Become familiar with District 833 rules, policies, regulations, and the principles of school bus safety, and thoroughly review them with their students;
2. Support safe riding and walking practices, and recognize that students are responsible for their actions;
3. Communicate safety concerns to District 833 and to the MSA Director;
4. Monitor bus stops, if possible;
5. Have their student to the bus stop 5 minutes before the bus arrives;
6. Have their student properly dressed for the weather; and
7. Have a plan in case the bus is late.

## **V. SCHOOL TRANSPORTATION SAFETY DIRECTOR**

The school transportation safety director of District 833 shall have day-to-day responsibility for MSA student transportation safety. The school transportation safety director is required to certify that MSA students have received school bus safety training in accordance with state law. The name, address and telephone number of the school transportation safety director is on file in the MSA office. Any questions regarding student transportation or this policy may be addressed to the District 833 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)  
Minn. Stat. § 123B.90 (School Bus Safety Training)  
Minn. Stat. § 123B.91 (School District Bus Safety Responsibilities)  
Minn. Stat. § 144.057 (Background Studies on Licensees and Other

Personnel)  
Minn. Stat. Ch. 169 (Traffic Regulations)  
Minn. Stat. § 169.011, Subds. 15, 16, 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 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 Parts 7470.1000-7470.1700 (School Bus Inspection)  
49 C.F.R. § 383.31 (Notification of Convictions for Driver Violations)  
49 C.F.R. § 383.33 (Notification of Driver’s License Suspensions)  
49 C.F.R. § 383.5 (Transportation Definitions)

***Cross References:*** MSA Policy 506 (Student Discipline)  
MSA Policy 515 (Protection and Privacy of Pupil Records)  
MSA Policy 707 (Transportation of Public Students)  
MSA Policy 710 (Extracurricular Transportation)