

Cedar Bluffs Public Schools

Superintendent
Mr. Harlan Ptomey

P.O. BOX 66, 110 MAIN STREET
CEDAR BLUFFS, NEBRASKA 68015

7-12 Principal
Ms. Kristina Hanzel

PK-6 Principal
Mr. Ben Hansen

Phone: (402) 628-2080
Fax: (402) 628-2108

Activities Director
Mr. Nate Greene

<http://www.cedarbluffsschools.org>

March 11, 2019

Dear Bus Riding Families:

In the last four years the student population has doubled. As our student population has grown we have had growing pains inside the school to accommodate the larger student population. Many of these issues have been addressed and improved upon. Other school systems are still being evaluated and areas for needing improvement are being identified. One of these areas is bussing.

Presently, we have over 200 students who are transported daily in one of our school vehicles. We have made every attempt to ensure we have drivers and routes to accommodate as many people who need transportation as possible. One area we need to modify with our transportation is student conduct and behavior while being transported. In the past, we have addressed student conduct issues as they have come up and problem solved each issue individually. With so many students and ongoing issues this is no longer an effective method.

Starting Monday, March 18 we will be using a bus referral system based on current District Handbook Rules. The next page is an example of the referral form. School staff will not spend an excessive amount of time investigating student actions. If the driver determines a referral is needed, it will be used. If students simply do what they are supposed to on the bus which is to sit in their seat, keep their hands to themselves, use appropriate language and not cause a disturbance, a student should rarely, if ever, have a referral issue. Please look over the next couple pages and become familiar with the referral system.

Thank you for your support on implementing this new plan. It should benefit all who are involved with transportation and improve the safety and well-being of all students on the busses. If you ever have any transportation related issues please contact **Myk Kuhns**, our transportation director as he is the one who oversees our drivers, routes, vehicle maintenance, and this referral plan. He can generally be reached at the school by either asking for him when you call, selecting option 4 on the answering service, or his email at mykhail.kuhns@cbwildcats.org

Sincerely,

Cedar Bluffs Public Schools

Bus Referral Form

Student:

Driver:

Date:

Behavior for Referral. Check All That Apply:

Inappropriate Language

Not Keeping Hands to Self

Eating/Drinking

Disrespectful to Driver

Throwing an Object

Damaging Bus

Distracting the Driver

Hands Out the Window

Excessively Loud

Other

Student Report

Notes as Needed: _____

Referral 1: Verbal Warning and Parent Contact

Parent Contacted: _____

Referral 2: One Day Suspension from Riding Bus

Date Effective: _____

Referral 3: Five Day Suspension from Riding Bus

Dates Effective: _____

Referral 4: Ten Day Suspension from Riding Bus

Dates Effective: _____

Referral 5: Suspension for Remainder of Semester unless referral #5 takes place less than 30 days before the semester ends, in which case a 30-school day minimum will be enforced and carry over to the next semester. For Example, referral #5 takes place on December 10th with only 10 days remaining in the semester. The student would be removed for those 10 days and the first 20 of the following semester.

Dates Effective: _____

****See next page for District Handbook bus rules****



School Handbook Article 6, Section 4

Behavior on School Buses

General Conduct Rules Apply: While riding school buses you are expected to follow the same student conduct rules which apply when you are on school property or attending school activities, functions or events. There are also special conduct rules for riding school buses. These rules also apply to riding other school vehicles.

- I. **Consequences for Rule Violations:** Consequences for school bus misconduct may include restriction or suspension of bus privileges and other disciplinary measures, up to and including expulsion from school.
- II. **Rules on the Bus**
 1. Be respectful of the bus driver. Immediately follow all directions of the driver and any staff member or adult on the bus.
 2. *Drivers are authorized to assign seats.*
 3. Sit in your seat facing forward. Use seat belts in vehicles in which they are available.
 4. Talk quietly and use *appropriate language*.
 5. Keep all parts of your body inside the bus.
 6. *Keep your arms, legs and belongings to yourself.*
 7. Students are expected to help keep busses clean by using trash containers, cleaning their shoes, etc.
 8. No fighting, harassment, bullying, intimidation or horseplay.
 9. Do not throw any object.
 10. Any other actions which could cause distractions and impairment of the driver's ability to safely drive are not allowed and subject to suspension.
 11. No eating, drinking, use of tobacco, alcohol, drugs or flammables.
 12. Do not bring any weapon (real or imitation) or dangerous objects on the school bus.
 13. No radio or similar items without earphones will be used on bus routes.
 14. Do not damage the school bus