Appropriate student behavior is essential for a safe and positive environment while transporting students. Students are expected to conduct themselves in an orderly manner while waiting for and riding on the school bus. The bus driver has the same rights and responsibilities to maintain order on the bus as the teacher does in the classroom and it is vitally important not to distract the driver from his/her driving duties. School bus drivers are responsible for informing students of the bus conduct rules and procedures while riding the bus, and every reasonable effort should be made by the bus driver in attempting to solve discipline problems before citations are written. Parent contact should be made to address inappropriate student behavior prior to issuing a citation. Misbehavior on the bus or at the bus stop can deprive a student of their bus riding privileges. Should student behavior on the bus require a citation, the following procedures will be followed:

A. **First Citation Point (Tier One)**
The driver conducts a conference with the student and contacts the parent.

B. **Second Citation Point (Tier One Level Two)**
The driver conducts a conference with the student and contacts the parent. A suspension from bus riding privileges may occur.

C. **Third Citation Point (Tier Two)**
The Assistant Supervisor conducts a conference with the student, parents, and the school principal. A suspension from bus riding privileges may occur.

D. **Fourth Citation Point (Tier Three)**
Bus riding privileges are suspended for a minimum of five (5) days. The Assistant Supervisor or the Transportation Supervisor may recommend a suspension period not to exceed the rest of the school year unless the violation occurs within the last twenty (20) school days of the year. Behaviors occurring during the last twenty (20) school days of the school year may result in revoking bus riding privileges for a period not to exceed the first semester of the following school year.

E. **Severity Clause:**
A student can be temporarily suspended from bus riding privileges by the Transportation Supervisor or designee for behavior endangering the safety of the bus and/or its occupants. The Transportation Supervisor has the authority to request a four point citation, regardless of where a student is in the citation process, depending on the severity of the specific incident.

F. **Citation Appeal Process**
If the parent/guardian appeals the decision of the Transportation Supervisor, within five (5) days of suspension of bus riding privileges, the District’s Transportation Hearing Committee made up of one (1) Transportation Assistant Supervisor, two (2)
administrators/counselors, who shall comprise the hearing panel, the superintendent or
his/her designee, who shall act as the hearing officer, and a recorder who shall schedule an
informal hearing to determine whether to revoke or reinstate riding privileges. The student
and parent/guardian shall be notified of such hearing and may appear and show causes why
the student should not have bus-riding privileges revoked. The decisions of the
Transportation Hearing Committee are final.

Date of Revision: 6/14/05; 01/11/11; 6/11/13; 08/13/13

Legal Reference: Code of Idaho