

Student Conduct

All students who ride a bus are subject to rules and regulations set forth by the State of Minnesota and the District's School Board. A violation of those rules may result, depending on frequency and severity, in suspension of bus riding privileges. The school bus is considered to be an extension of the classroom.

If a student misbehaves, the driver has several options available. A driver may pull the bus over, give a verbal warning, assign seating, write a conduct report, or a combination of all of these. Any notification of discipline will come from your school. Drivers only generate reports, they are not responsible for deciding what the results of those reports will be. Schools have a principal or assistant principal in charge of student conduct forms and bus discipline.

Before they can be hired as a school bus driver, an individual must pass a criminal background check and their driving record is scanned for violations. As part of their training, each school bus driver is given instruction in student management. Every driver knows their primary responsibility is the safety of each child on their bus. When a student misbehaves, it can distract the driver from the safe operation of the bus.

Bus Stop Criteria

Routes are arranged according to safety, efficiency, and geographic area as much as possible.

Generally, the policy states:

1. There will be no bus stops established within one-half mile of the assigned school.
2. There will be no bus stops established that require a student to walk further than one-half mile.
3. Bus stops are located at intersections.
4. No more than 10-15 students are assigned to a bus stop.
5. Buses will not be routed down cul-de-sacs for bus stops except to transport special education students.
6. A bus stop may be dropped if, after 10 consecutive days, no student has utilized the stop.



Contact Information

MN Central School Bus: 651.430.3311
(lost & found, lost student, late bus, missed stop, or specific bus issues)

Stillwater Area Public Schools
Enrollment: 651.351.8412
(address change or new school enrollment)

Transportation Department (routing or planning)
ISD 834 Central Services Building
1875 South Greeley Street
Stillwater, MN 55082

Tel: 651.351.8377

Fax: 651.351.8375

Email: davisb@stillwaterschools.org

www.stillwaterschools.org/Transportation



School Bus Transportation Guide



Stillwater
AREA PUBLIC SCHOOLS



Welcome to Stillwater Area Public Schools' Quality Busing

In this brochure, you will find policy and procedure information, criteria used when planning bus routes, expectations for parents, and answers to frequently asked questions.

There are nearly 8,500 students enrolled in Stillwater Area Public Schools at any given time. Approximately two weeks before school starts we "lock" routing. This means we will not make any changes to the routes until after school begins. In late August we mail bus information to students' homes and provide the route copies to drivers so they can learn the routes before the first day of school.

For more information, visit www.stillwaterschools.org/Transportation.

Frequently Asked Questions

I didn't get my bus information yet. What should I do?

Call us. Every year we receive a portion of our mailings back from the post office as undeliverable. We try to contact anyone we receive returned mail from, but are not always successful.

What time should we be at the bus stop?

Five minutes before the bus is due to arrive. By being at your stop five minutes early, you decrease the likelihood of missing the bus.

We are moving. Who do I need to contact to get bus service from the new location?

Make two calls. The first to your school, the second to the enrollment office. All student information for the district is maintained in the Central Services Enrollment Department. Information about changes in address must be processed through the enrollment office in order to assign a new bus stop.

How do I request a change in my child's bus stop location?

There is a form available on our District website called "Request Bus Stop Change." You can mail or fax it to us. Drivers are not permitted to make changes to stops or routes.

How long does it take to get changes made to bus routes?

Changes can usually be processed in three to five business days. However, during start-up, this process can take slightly longer as a large rush of new enrollment happens right before school begins.

How will I get notified of changes to my child's bus schedule?

Any notification of changes in your child's bus times will come from your driver in the form of a written notice or a phone call from the transportation department.

How will I know if my child is eligible for transportation?

Elementary students living half of a mile or further from school are eligible for bus service, as are junior high and high school students living one mile or more from school. Visit <http://goo.gl/fWLz8b> for an interactive map.

Can I get transportation to an alternate school?

Possibly. To increase efficiency, buses will not pick up or drop off outside the enrollment areas of the school. If you are willing to meet the bus at an existing stop location for the alternate school AND there is room for your student on that bus, your student may be allowed to ride. If your student is being transported to and from a daycare location within the enrollment area where bus service is provided, your student can be scheduled for a bus.

Which students need to register for transportation?

If your student will be attending Stillwater Area High School or any of the private/charter schools within our district that offer transportation, you will need to register for transportation if you want your child to ride a bus.

Students attending district elementary schools (including Valley Crossing), and the two junior high schools, will automatically be scheduled for bus service if they are eligible.

If your student doesn't need bus service, please complete the "Decline Transportation" form.

Forms are available at any of the Stillwater Area Public Schools or on our website: www.stillwaterschools.org/Transportation_forms.

We didn't use the bus for several weeks, but we need it now. What do we do?

Call us. A bus stop can be eliminated if no one utilizes it for 10 consecutive days. To restart a stop we need to ensure the driver has been properly notified before your child attempts to ride.