



## **CAMERON ISD TRANSPORTATION DEPARTMENT MISSION STATEMENT**

The mission of the Cameron ISD Transportation Department is to safely provide efficient, cost-effective, and reliable transportation service to the students and staff in a manner that supports the educational and extra-curricular objectives of the district.

### **STUDENT BUS SERVICE**

#### **Eligible riders:**

Bus transportation is available for all Cameron ISD students who live two miles or more from their campus of regular attendance. The distance the student resides from the assigned school is determined by measuring the distance from the curb at the bus loading zone to the student's legal residence using the most direct route on public roads.

Additionally, transportation service may be provided to students who reside in a school board designated hazardous area that is within two miles of their campus of regular attendance. Cameron ISD has designated the areas from 4th Street to Batte Street and between Glade Ave and S. Columbus as a Hazardous Route area. As well as the triangular area between Adams, Raleigh, E. 1st St and the railroad tracks and the Cameron Associates Apartments.

Note: Cameron ISD does not provide transportation to students enrolled in DAEP. Any student enrolled in DAEP will have their bus privileges suspended for the duration they are in DAEP. Once their DAEP sentence is completed they may regain their bus riding privileges.

### **PICK-UP TIME CRITERIA**

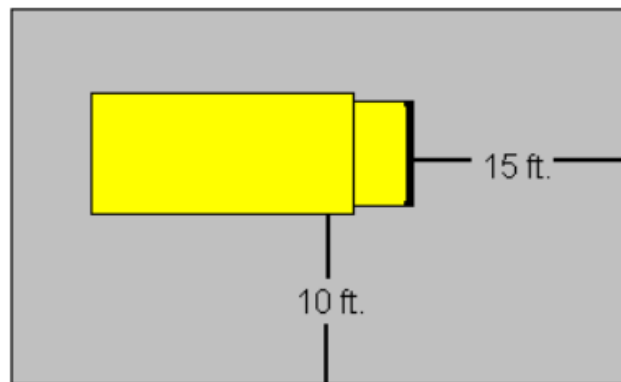
Cameron ISD bus transportation attempts to arrive at every bus stop on time. Due to the variances between individual clocks, students are asked to arrive at their bus stop 5 minutes prior to the scheduled arrival time. The number of students riding or not riding the bus each day also affects the time it takes to run the route due to more or less stops each day. Due to the need to maintain our route schedules, school buses do not wait for late students under most circumstances. However, school buses will wait for Special Needs students up to three minutes when they arrive at the bus stop.

When buses arrive students are expected to proceed immediately to the school bus. They need to wait behind the curb or 10 feet away from the loading area until the driver opens the door for boarding.

## **SCHOOL BUS DANGER ZONES**

The most dangerous time for a student riding the school bus is the loading and unloading process. It is critical that students are visible to the driver and that they remain out of the blind spot danger zone whenever the bus is in motion. The danger zone is an area 15 feet immediately in front of, and 10 feet to the right (exit door) side of the bus. Students need to follow the danger zone rule when boarding and exiting the bus, both at school and in their neighborhood. If a student needs to cross the street before boarding or after exiting the bus, they should always do so in front of the bus but outside the Danger Zone so the bus driver and other drivers have a full view of them at all times.

### SCHOOL BUS DANGER ZONES



Never enter the danger zone when the bus is in motion

## **DAILY BUS SERVICE CRITERIA**

Regular bus transportation service is scheduled to provide service to eligible student riders. Bus stops that do not have riders for five consecutive days may have bus service suspended temporarily to conserve district resources. Infrequent

eligible riders will need to contact the Transportation department when occasional bus service is needed to verify stop time and student location.

## **BUS ROUTE CRITERIA**

### **Route Design:**

Bus routes are created to enhance student safety as well as to maximize vehicle efficiency. We attempt to place every bus stop at a location that provides the highest safety assurances for our students. Cameron ISD locates bus stops to maximize visibility for both students and vehicular traffic. Bus stops are created to allow students to wait off main roadways for the bus. Stops are also created to minimize the distance that students may have to walk to their assigned bus stop. Elementary school students may be required to walk up to 3/10ths of a mile to their bus stop. Secondary students may be required to walk up to ½ mile.

Whenever possible, bus stops are not assigned at dead end streets to minimize the potential hazard caused when buses have to backup and turn around. To decrease student riding time bus stops are spread apart as much as possible to decrease the number of times the bus will be idle. Bus routes are designed in an attempt to limit student riding time to no more than one hour one way. In most instances, eligible riders will ride less than 30-40 minutes one way.

## **BUS CAPACITY**

School buses are rated by manufacturers to have capacities based on three riders per seat. In reality, three riders per seat is not typically feasible. Cameron ISD has adopted a maximum student ridership of 3 riders per seat for elementary school children, 2 ½ riders per seat for middle school children, and 2 riders per seat for high school students.

## **BUS REGISTRATION AND BUS PASSES**

Cameron ISD requires all students in need of bus transportation to register through the Transportation Department and acquire a Cameron ISD Bus Pass. Whenever a new student enrolls in the district, or a student relocates during the school year and will be riding on a different bus route, we will issue the student an updated Bus Pass. In the event a Cameron ISD student desires to go home from school with a friend on their school bus, they may be entitled to receive a One Day Bus Pass.

However, a One Day Bus Pass will only be issued after the school/campus office receives the proper parental authorizations, and if the bus capacity can accommodate additional riders. The One Day Bus Pass is valid for that day only, and it is not transferable to another student or to another bus.

## **PROTECTING YOUR BUS RIDING PRIVILEGES FOLLOW THESE BUS SAFETY RULES**

1. Cooperate with the bus driver at all times
2. The bus driver has the right to assign seats to all riders
3. You can only ride your assigned bus unless you have a One Day Bus Pass to ride another bus
4. You must stay seated in your seat at all times.
5. All students shall board and leave the bus in an orderly manner
6. Keep the bus clean – do not eat or drink on the school bus
7. The aisle must be kept clear at all times
8. Be courteous to everyone. No profane, lewd, obscene language, singing or disruptive behavior will be tolerated
9. Keep your head, hands, and feet inside the bus. Do not hold or throw any object out of the window
10. Vandalism or destructive behavior will not be tolerated

## **UNSATISFACTORY CONDUCT REPORTS**

It is the goal of the Cameron ISD transportation department to provide safe and orderly bus service for all eligible student riders. In order to do this it is imperative that students behave properly and abide by the bus safety rules. Student misconduct will not be tolerated and will be dealt with in a progressive manner. The driver will first attempt to deal with a misbehaving student by reminding the student of the infraction and asking the student to obey the rules. If the student continues to disobey the rules the driver may elect to move the student to an assigned seat. If repeated misconduct continues to occur the driver will generate a discipline referral complaint form and the principal and parents will be notified. The principal will determine the appropriate disciplinary measure which can include temporary suspension or permanent removal of transportation privileges.



## **CAMERON ISD CONSEQUENCES FOR VIOLATION OF SCHOOL BUS RULES**



Cameron I.S.D. schools will be consistent across the district with enforcement of school bus safety procedures and consequences for major and minor safety violations.

**MINOR OFFENSES:** An infraction of the following rules

Students will not engage in the following:

1. Excessive loud talking, yelling, or disturbing others.
2. Failure to stay in assigned seat while bus is in motion.
3. Throwing objects on the bus.
4. Arms, head, hands, out of the bus window.
5. Leaving paper or other debris on the school bus
6. Pushing, tripping, hitting other students
7. Not following the driver's instructions.
8. Keeping feet or backpacks, etc in the bus aisle.
9. Failure to board and exit the bus in an orderly and safe manner

### **MINIMUM CONSEQUENCES FOR MINOR OFFENSE REFERRALS:**

1ST referral - School administrator will conference with student, bus referral mailed to parents, phone contact made with parent

2nd referral - Student is off the bus for 3 school days, bus referral mailed to parent, phone contact made with parent

3rd referral - Student is off the bus for 10 school days, bus referral mailed to parent, phone contact made with parent

4th referral - Student is off the bus 20 school days, bus referral mailed to parent, phone contact made with parent

5th referral - Student is off the bus for the balance of the school year, bus referral mailed to parent, phone contact made with the parent

MAJOR OFFENSES: Any infraction of the following rules

1. Making offensive remarks toward the driver or other passengers
2. Distracting drivers attention from the safe operation of the vehicle
3. Fighting
4. Smoking
5. Causing damage to the bus
6. Throwing objects out of the window
7. Sexual, racial or gang related items or language
8. Possessing prohibited weapons, tobacco products, alcoholic beverages, harmful drugs or chemicals

**MINIMUM CONSEQUENCES FOR MAJOR OFFENSE REFERRALS:**

**\*\*THERE WILL BE NO WARNING NOTICE FOR MAJOR OFFENSE\*\***

1st referral - Student is off the school bus for 3 days, bus referral to parents, phone contact made with parents

2nd referral - Student is off school bus for 10 school days, bus referral mailed to parents, phone contact made with parent

3rd referral - Student is off the school bus for 20 school days or balance of semester, bus referral mailed to parents, phone contact made with parents

4th referral - Student is off the school bus for the balance of school year, bus referral mailed to parents, phone contact made with parents

Note: If the student first offense is a major offense any future infraction (major or minor) during the school year would start with a minimum three day suspension

**VIDEO/AUDIO RECORDING ON SCHOOL BUS**

Video/Audio recording of bus trips has proven to be a valuable tool in maintaining safe student conduct. Cameron ISD utilizes bus video/audio cameras on route buses on a regular basis. In the event that an incident occurs, video/audio tapes will be retained, and segments may be provided to the appropriate campus administrator. However, due to legal issues, the data on the video/audio tape is considered confidential information and as a matter of privacy, will not be shown or released outside the campus administration or transportation department without the appropriate legal documentation.

## **BAD WEATHER PROCEDURES**

The news media will be notified in the event that school will be closed. Decisions to close school or to open late due to bad weather are usually announced by 6:30 a.m. Please listen to KMIL (FM 105.1) for radio updates, or watch the local NBC (Channel 6), CBS (Channel 10), or ABC (Channel 25) television affiliates. Additionally, all campuses in Cameron ISD have social media sites that typically post this information as well. Please do not rely on contacting the school offices for information.

Students are not typically released from school early unless there is reason to believe it is necessary to avoid potentially unsafe situations, such as an approaching ice storm. Cameron ISD will follow the same communication procedures by providing notice to the news media.

## **BUS DRIVER TRAINING AND CERTIFICATION**

Cameron ISD is extremely proud of the safe driving record of our bus drivers. Cameron ISD bus drivers must possess a current Texas CDL Class A or B with a P endorsement. Bus driver trainees must take the DPS Bus Driving Test in a 65-77 passenger school bus in order to receive their CDL bus driver license. All bus drivers must annually pass a physical screening and eye exam. Successful completion of a 20 hour bus driver certification class is also required of all drivers. The certification is valid for three years and is renewed only after the driver completes an 8 hour recertification class. Cameron ISD drivers are also required to attend additional safety training classes conducted by the District during the school year.

## **FREQUENTLY ASKED QUESTIONS**

1. What happens if I'm not home to receive my child after school?

Answer: If no one is home when the bus driver arrives, the driver will continue with the route, keeping your child on the bus until the other children have been safely transported home. The driver will typically then make a second attempt to take your child home. If no one is home, the driver will return to the Transportation Office with your child. The appropriate authorities will be contacted in an effort to reach you in order that you can

pick up your child from the Transportation Office located at 404 W 3<sup>rd</sup> Street, Cameron, TX 76520.

2. Why must my child be on the bus so long?

Answer: Cameron ISD Student bus service requires the drivers to make stops at multiple locations (typically as many as 10 – 15) spread out over a large geographical area. Our goal is for no student to be on the bus for more than one hour each way. The students who live the farthest from their assigned school will always be the rider who has to ride the bus the longest.

3. Whom do I call when I have bus transportation questions or concerns?

Answer: The first person you should call is the Transportation Director, Kenneth Driska. He can be reached at the Transportation Office at 254.697.6737. The Transportation Director can assist you in setting up a conference with your student's Bus Driver if needed. You may also want to contact your child's campus depending on the issue.



**Cameron ISD Transportation Office**  
**404 W. 3<sup>rd</sup> Street**  
**Cameron, TX. 76520**  
**Phone: 254.697.6737**  
**Fax: 254.697.2970**