

MVCS 2011-12 School Bus Service Registration Packet

1. Please read all forms carefully.
2. Fill out the School Bus Service Registration.
3. Review the Transportation & Payment Plans, select your plan and your payment option, and sign the form.
4. Review the School Bus Referrals and Tardy Policy and School Bus Rules with your student. School bus riding privileges are subject to student riders' compliance with this Policy and Rules.
5. Parent/guardian and student sign the School Bus Rules form.
6. Mail the following forms:
 - School Bus Service Registration
 - Transportation & Payment Plans, and
 - School Bus Rules

to MVCS, Attn: Business Office, 2 School Way, Watsonville, CA 95076 or fax them to (831) 722-1813.

MVCS 2011-12 School Bus Service Registration

Today's Date _____

Seat reservations are made on a first-come, first-served, space-available basis. A new registration form must be completed each new school year. Please mail this form, along with the signed Transportation and Payment Plan, to MVCS, Attn: Business Office, 2 School Way, Watsonville, CA, 95076 or fax them to (831) 722-1813.

Parent/Guardian Name: _____

Student Name(s): _____

_____	_____	_____
First	Last	Grade
_____	_____	_____
First	Last	Grade
_____	_____	_____
First	Last	Grade

Please select the stop(s) below that best meet your needs, marking the appropriate box clearly. You may choose the same or different stops for the morning pick up and afternoon drop off. You may also select additional alternate stops for the AM and PM. **NOTE: If you choose multiple stops, then your monthly charge will reflect the stop with the highest rate.**

CITY	RTE #	AM	PICK UP	PM	DROP OFF
Aptos	4		Twin Lakes Church PL		Twin Lakes Church PL
Aromas	7		Marshall's Grocery Store		Aromas Bible Church
Castroville	2		Castroville School TS		Castroville School TS
Castroville	2				Thistle Hut TS (pm only with parent present)
Gilroy	5		Platinum Theatre PL		Platinum Theatre PL
Hollister	6		Calaveras School		Calaveras School
Marina	2		Cardoza Ave & Dolphin Circle		Cardoza Ave & Dolphin Circle
Monterey	2		Del Monte Center/Verizon TS		Del Monte Center/Williams-Sonoma TS
Morgan Hill	1		Morgan Hill Bible Church PL		Morgan Hill Bible Church PL
Prunedale	7		Prunedale Grange PL		Prunedale Grange PL
Rio Del Mar	4		Deer Park Shopping Center PL		Deer Park Shopping Center PL
Salinas	3		WoodSide Park		WoodSide Park
Salinas	3		Kammann School		Kammann School
Sand City	2		Starbucks Café - Edgewater Shop Center PL		Starbucks Café - Edgewater Shop Center PL
San Juan Bautista	6		Abbé Park @ Muckelemi St (San Juan Bautista)		Abbé Park @ Muckelemi St (San Juan Bautista)
San Martin	1		Burbank Ave & Monterey St.		Burbank Ave & Monterey St.
Santa Cruz	4		Dominican Education Building		Dominican Education Building
Santa Cruz	4		Chase Bank - Ocean St TS		Chase Bank - Ocean St TS
Scotts Valley	4		CVS Pharmacy TS		K-Mart TS
Soquel	4		Crosspoint Church TS		Crosspoint Church TS
Watsonville	2		Watsonville Square @ Green Valley TS		Kralj & Green Valley TS

PL = parking lot • TS = transit stop • All other stops are on the street in front of the business.

Stops are subject to change at any time. Prior notice will be given before any changes are made.

If you have other transportation questions or need additional information, please contact the MVCS Transportation Department at (831) 722-8178 x181 or visit our website at <http://www.mvcs.org/transportation>.

MVCS 2011-12 School Bus Referrals & Tardy Policy

Referrals

School bus rules are designed to promote a positive environment for all students. The rules also allow the bus driver to stay on schedule and fulfill his/her primary responsibility—to safely transport students back and forth to school. To obtain the desired behavior necessary to fulfill the above goals, referrals may be issued for any violation of the school bus rules.

To keep student riders aware of the school bus rules, the bus driver will issue verbal reminders. In addition, the bus driver will gain rider cooperation by giving verbal warnings and/ or have the student seated toward the front of the bus for close observation.

If neither of these methods are successful, the driver will issue a referral as a formal way of communicating the issue to parents and the transportation department. Referrals and tardies are entered into the school database, Focus, and tracked.

The following outlines the progression of consequences for school bus misconduct:

- **First offense**—Warning and reminder regarding appropriate school bus behavior. Students may be asked to review a copy of the rules at home and secure a parent signature. The first offense is a warning, but may result in a referral.
- **Second offense**—Referral, parent contact advising potential consequences for continued school bus behavior.
- **Third offense**—Referral, parent contact, after-school detention assigned.
- **Fourth offense**—Referral, parent contact, Friday Detention assigned.
- **Any further offenses**—Student's bus riding privileges will be suspended and an Administrator conference scheduled.

Tardies

In the AM, students should be on their bus at the bus stop at least one minute prior to the scheduled departure time listed in the route schedule. At the departure time, each bus driver will, at his/her discretion, either (1) continue on to the next bus stop or (2) allow late-arriving students to board and issue a tardy. Once the bus has departed, parents should proceed to the next bus stop and drop there. For safety purposes, parents/guardians should not pull up next to or in front of the bus, nor block the loading area. It is recommended that students arrive at least five minutes earlier to ensure they are not tardy.

A PM tardy will be issued if a student is not on the bus at least one minute prior to the scheduled departure time. For safety purposes, students may not be permitted to board after the scheduled departure time.

The following outlines the progression of consequences for school bus tardiness:

- **First & second offense**—Warning and reminder regarding tardy.
- **Third offense**—Referral, parent contact advising potential consequences for continued school bus tardiness.
- **Fourth offense**—Referral, parent contact, after-school detention assigned.
- **Fifth offense**—Referral, parent contact, Friday Detention assigned.
- **Any further offenses**—Student's bus riding privileges will be suspended and an Administrator conference scheduled.

For questions regarding the school bus rules or consequences, please feel contact the Transportation Department at (831) 722-8178 ext 181 or Dave Camburn at davidcamburn@mvcs.org

MVCS 2011-12 School Bus Rules

1. All school rules in the MVCS online student handbook apply to the bus; the bus is an extension of the classroom.
2. All students transported on the bus shall submit to the authority of the school bus driver and follow the instructions of the driver at all times.
3. Each student is expected to be courteous to the school bus driver and fellow passengers. Bullying will not be tolerated.
4. Upon arrival of the bus, students are to do the following:
 - a. If waiting to load – line up in an orderly manner 12 feet away from the bus.
 - b. If waiting to exit – remain seated until the bus stops and the door is open.
5. As required by the State of California, students may only be dropped off at a pre-authorized stop. Students will only be permitted to board in the PM if they are either listed on the bus rollsheets or possess a bus permit. No handwritten notes, or parent phone calls or text messages, etc., will be accepted in place of a bus permit during the PM loading time.
6. Windows are not to be lowered more than half way. No objects or any part of the body shall be allowed outside the windows.
7. It is against the law for any passenger to throw any object in or out of the windows.
8. Students are to sit facing forward in their seats and remain seated while the bus is in motion. Excessive yelling and movement are not permitted.
9. No loud, obscene or profane language will be allowed.
10. Pushing, tripping, or fighting on the school bus is prohibited.
11. Emergency exits are for emergencies only.
12. Animals are NOT permitted on the bus.
13. Eating, drinking and chewing gum are not permitted on the bus *without the permission of the bus driver*.
14. Vandalism or property damage to the bus will not be tolerated. Passengers may be held financially responsible for destruction of property.
15. Portable music players and cell phones are permitted on the bus. They are to be used and visible on campus only as permitted in the online student handbook.

IN ADDITION TO THE ITEMS LISTED ABOVE, REFERRALS MAY BE GIVEN FOR THE FOLLOWING:

- | | |
|--|------------------------|
| A. Disrespect to the driver | D. Prohibited items |
| B. Misconduct at the bus stop | E. Littering |
| C. Unwanted conversation and/or touching | F. Disruptive behavior |

**PLEASE SEE SCHOOL BUS REFERRALS AND TARDY POLICY ON REVERSE SIDE.
THIS FORM MUST BE SIGNED WITHIN 7 DAYS FROM WHEN THE STUDENT BEGINS RIDING THE BUS,
OR BUS SERVICES WILL BE SUSPENDED.**

We (student & parent/guardian) understand the bus rules and regulations and agree to abide by them.

_____ Student Full Name	_____ Student Signature	_____ Date	_____ Grade
_____ Parent/Guardian Full Name	_____ Parent/Guardian Signature	_____ Date	_____ Phone