



RIVER VALLEY SCHOOL DISTRICT

660 West Daley Street ≈ Spring Green, Wisconsin 53588 ≈ Phone: 608-588-2551

751.3 Rule 1

Bus Rules and Regulations Discipline Procedures

- A. To handle cases of misconduct as outlined in School Board Policy 751.3 Bus Rules and Regulations, the following procedures will be followed:
1. Bus drivers will fill out misconduct reports. The report will be turned in to the school office no later than the next school day following the offense. Each misconduct report will be investigated by both the bus company and the school administration.
 2. The following actions will follow the issuance of a misconduct report:
 - a. **FIRST LEVEL** - The bus company will inform the parent or guardian and school official responsible for handling the situation.
 - b. **SECOND LEVEL** - The Building Administrator or designee will inform the parent or guardian of the offense, and the student will be denied transportation for a maximum of up to five (5) days.
 - c. **THIRD LEVEL** - The Building Administrator or designee will inform the parent or guardian of the offense, and the student will be denied transportation for a maximum of up to five (5) days. Parent and student will be required to meet with the Building Administrator to be informed of possible Board action on future misconduct reports.
 - d. **FOURTH LEVEL** - The Building Administrator will inform the parent or guardian of the offense and recommend to the District Administrator that the offense be referred to the School Board for a hearing, as provided in the School Board policies for expulsion from the bus for the remainder of the year. The student will be denied transportation for a maximum of 10 or 15 days (depending on whether special ed is involved) while the expulsion hearing is pending.
- Note: The second and third level procedures may be waived depending on the seriousness of the incident.
- B. Parents or guardians and students are hereby advised to be aware that in any of the above actions, they have the right of due process.
- C. A school administrator, chaperone, or bus driver has the authority to assign riders to designated seats.
- D. Video surveillance or electronic monitoring may be activated on buses, other authorized vehicles, and viewed by administration, bus management, parent or guardian, and/or police authorities for gathering facts and evidence.

CROSS REFERENCE Policy 751.4 Use of Video Surveillance or Electronic Monitoring on School
 Buses or other Authorized Vehicles
 Policy 347 Student Records

APPROVED: March 16, 2015

REVISED: May 11, 2023

APPROVED: June 8, 2023