

2008-2009

ROSEVILLE CITY SCHOOL DISTRICT

PARENT TRANSPORTATION FEE GUIDELINES AND PROCEDURES

General Information – Students living in the Roseville City School District may participate in home to school transportation service sponsored and operated by the district for a fee. The district will provide pupil transportation to and from school for a fee when, in the judgment of the board of Trustees, such transportation is necessary, practical and economical, all in accordance with the regulations of the State of California and Board policies.

Walking Distances – All existing policies and regulations regarding non-transportable distance will remain in effect:

Elementary – 2 Miles

Middle – 2.8 Miles

Bus Passes – Bus passes will be sold on a monthly, semester or annual basis. Before the beginning of the school year and prior to the end of winter break, bus passes will be sold at the individual schools and the District Office. Passes can also be obtained by mail. Ticket books can be purchased at the District Office only. **PLEASE NOTE THAT WALK-IN APPLICATIONS MAY TAKE 48 HOURS TO PROCESS.**

Forms – School Bus Transportation Application Forms for passes may be obtained at the school offices or District Office.

Financial Hardship – Families experiencing financial hardship may be eligible for either a free or reduced-price transportation pass. Proof of income must be presented before a bus pass will be issued. See reverse side for eligibility criteria.

Inter/Intra District Transfers – Transportation of the student is the responsibility of the parent/guardian.

Special Class Students – Students who are placed on an Individualized Education Program (IEP) who require special transportation because of a handicapping condition shall be exempt from transportation fees.

New Student Enrollment – If a new student enrolls after the semester has begun and wants bus transportation, the parent/guardian will need to fill out a School Bus Transportation application. The school sites or the Business Office will calculate a pro-rated cost for transportation. The bus driver will be notified of the new student rider.

Non-Authorization – If a student does not have a pass to ride a bus to or from school, the student's name will be taken by the bus driver, a citation issued and given to the School Office.

Lost Passes – In the event a bus pass is lost or stolen, the parent should call the School Office and ask for a replacement pass. A fee will be charged for lost/stolen bus passes. Replacement passes will be processed within a day or two. If you have any questions, please call the Transportation Department at 771-1600 (X115)

STUDENTS MUST CARRY THEIR BUS PASS EVERY DAY

Refunds – Refunds will be made ONLY to parents/guardians with semester or annual passes when a student is leaving the District. This request shall be made in writing to the Business Office. The refund will be prorated. No refunds will be made on passes when the student has been suspended from the bus or school for disciplinary reasons or have moved within the school district.

Returned Checks – A \$10 charge will be imposed on checks not processed and returned by the bank to the school district.

Safety, Student Behavior and Discipline – All existing policies and regulations regarding safety, student behavior, and discipline on school buses are in effect. Any student whose riding privileges are suspended because of behavior problems will **NOT** receive a refund for the time suspended.

Change of Bus Exit – Students planning to get off the bus anywhere other than their normal bus stop must bring a note from their parent/guardian. **ALL** notes to change exit must clear through the school office. When the request is approved, a form will be filled out and given to the bus driver.

CALIFORNIA ELIGIBILITY SCALE FOR REDUCED: July 1, 2008 – June 30, 2009

Children from households with income at or below the following levels may be eligible for reduced prices. To determine if you are eligible for free bussing, please contact the district office or school site.

HOUSEHOLD SIZE	WEEKLY INCOME	MONTHLY INCOME	ANNUAL INCOME
1	370	1,604	19,240
2	499	2,159	25,900
3	627	2,714	32,560
4	755	3,269	39,220
5	883	3,824	45,880
6	1,011	4,379	52,540
7	1,139	4,934	59,200
8	1,267	5,489	65,860
FOR EACH ADDITIONAL FAMILY MEMBER ADD:	129	555	6,660