



2019-2020 Parent Transportation Fee Guidelines & Procedures

General Information – Students in kindergarten through 8th grade may participate in the 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 walking distance will remain in effect:

Elementary – 2 Miles

Middle – 2.8 Miles

Bus Passes – Bus passes can be purchased on a monthly, semester or annual basis. Ticket books are sold at individual schools. Bus pass applications will be accepted at individual schools and the Student Services Office at 1000 Darling Way.

PLEASE NOTE THAT WALK-IN APPLICATIONS MAY TAKE UP TO ONE WEEK TO PROCESS BEFORE A PERMANENT PASS WILL BE AVAILABLE AT THE INDIVIDUAL SCHOOLS.

For applications that were received by July 24th, the student(s) will receive their pass at their school site during the first week in session.

Forms – The Transportation Applications for passes will be available at the District website (www.rcsdk8.org), school offices, District Office, & Student Services Office.

Inter/Intra District Transfers – Bus service is NOT available for students on an Inter/Intra District Transfer.

Special Class Students – Students who are placed on an Individualized Education Program (IEP) & require specialized transportation because of a handicap condition will be exempt from transportation fees. Special Education Transportation Applications are available through the Student Services Office or your Case Manager.

New Student Enrollment – If a student enrolls after the semester has begun and would like bus transportation, the parent/guardian will need to submit a Transportation Application. A pro-rated cost will be calculated by the school site or the Transportation Department.

Non-Authorization – Students who board the bus without a pass to ride will be alerted to the school by the driver.

Lost Passes – In the event, a bus pass is lost or stolen a parent/guardian should call to inform the School Office & get a replacement pass. There is a replacement fee & it must be received before the pass is processed, which can take up to two business days.

STUDENTS MUST CARRY THEIR BUS PASS EVERY DAY

Refunds – Refunds will be made ONLY to parents/guardians with a semester or annual pass when a student is leaving the District. This request shall be made in writing to the Transportation 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.



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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 Stop – Students planning to get off the bus anywhere other than their designated stop must bring a note from their parent/guardian with the requested change to the school office. **ALL** notes to change stops must clear through the school office. When the request is approved, the driver will be notified.

Financial Hardship – Families experiencing financial hardship may be eligible for either a free or reduced price transportation pass. Proof of income must be attached with the application to be considered for free or reduced pricing.

INCOME ELIGIBILITY GUIDELINES

Household Size	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	\$ 23,107	\$ 1,926	\$ 963	\$ 889	\$ 445
2	\$ 31,284	\$ 2,607	\$ 1,304	\$ 1,204	\$ 602
3	\$ 39,461	\$ 3,289	\$ 1,645	\$ 1,518	\$ 759
4	\$ 47,638	\$ 3,970	\$ 1,985	\$ 1,833	\$ 917
5	\$ 55,815	\$ 4,652	\$ 2,326	\$ 2,147	\$ 1,074
6	\$ 63,992	\$ 5,333	\$ 2,667	\$ 2,462	\$ 1,231
7	\$ 72,169	\$ 6,015	\$ 3,008	\$ 2,776	\$ 1,388
8	\$ 80,346	\$ 6,696	\$ 3,348	\$ 3,091	\$ 1,546
For each additional family member, add:					
	\$ 8,177	\$ 682	\$ 341	\$ 315	\$ 158

Families who qualify for reduced-price transportation will receive a reduction of the standard bus pass rates equal to half of the standard bus pass fair.