



2024/25 School Year Pay-Rider Program



PLEASE READ CAREFULLY - IMPORTANT DATES & PROCESSES INCLUDED

Some or all of the bus riders living inside of 2.5 miles of their attendance sites shall become eligible to participate in the pay-rider program and shall be subject to pay-ridership fees. Paola USD and Kansas Central School Bus (KCSB) will accept 100 riders to participate in the Pay-Rider program. Parent/Guardian must fill out and submit a Transportation Pay-Rider Enrollment Form for their child to be eligible to ride the bus for the 2024/2025 (2nd Semester) school year. All applications must be submitted by December 15, 2024, to be eligible.

Kansas Central School Bus (KCSB) must receive your Enrollment Form AND payment before your child will be registered to ride the bus. Enrollment Form & Payment Received after December 15, 2024, will not be considered for the second semester of the 2024/25 school year.

Assigned ridership will be based on the first 100 paid students received by KCSB. KCSB shall make the final determination of assigned riders. So please get your enrollment form completed, and the fee paid early to get a spot.

Bus Stop locations will be centrally located at predetermined stops that are safe to all participants. These stops may require the child to walk a reasonable distance to meet the bus. The stops will be established once all the riders have been selected. Once established the stop location will be communicated to parents.

The Pay-Rider Transportation Enrollment Form will be available at the Paola School District website (usd368.org). From the Menu, go to transportation, transportation documents, and click on the Pay-Rider Enrollment Form link. Once completed, you can save it and email it to USD368Trans@illinois-central.com or you may visit the KCSB Transportation location at 1705 Industrial Road, Paola KS. For more information you may call KCSB at (913)294-9610.

PAY-RIDER SCHEDULE (SY24/25):

| Participants | Full Year (Early Payment) | 1st Semester (Aug-Dec) | 2nd Semester (Jan-May) |
|-----------------------|---------------------------------|---------------------------|------------------------------|
| First Child | N/A | N/A | \$ 175.00 |
| Second Child | N/A | N/A | \$ 100.00 |
| Each Additional Child | N/A | N/A | \$0.00 |

Payments can be made by Credit Card, Money order, check. Payments can also be made in person at the KCSB Transportation Office (1705 Industrial Road, Paola KS). KCSB cannot accept cash. Payments are final and Non-refundable and/or pro-rated.

2024/25 Transportation Guidelines

Kansas Central School Bus & USD 368 School District

The safety of district students remains a shared responsibility. It is the parents' responsibility to get students safely on the bus, then Transportation assumes primary responsibility. Parents must consider the prevailing climate and neighborhood in which they live. If parents believe that certain aspects are "unsafe" they must take the necessary precautions to ensure the safety of their children while walking to and from bus stops and while waiting for the bus to arrive.

Bus regulations for safe, orderly, and efficient transportation services:

1. Follow the driver's instructions at all times.
2. No eating, chewing gum, drinking, or use of tobacco, alcohol, or illegal drugs on the bus.
3. Keep all body parts and objects to yourself and inside the bus.
4. Classroom voices, no foul language, or gestures; be quiet when approaching railroad tracks and intersections.
5. Electronic equipment must not be disruptive. Not responsible for damage or loss to equipment or any student articles.
6. Cell phones are allowed but may not be shared or used to take or distribute pictures, text messages, or recordings. Headphones must be used to reduce noise. Student to student calls is not allowed on the bus. Students may be requested to cease cell phone use if it causes a distraction.
7. Keep aisles clear of clutter, legs, feet, etc.
8. Do not tamper with any emergency equipment, respect bus property.
9. Sit in assigned seat; must remain seated when the bus is in motion. Violations will result in automatic suspension of bus privileges.
10. Be at the bus stop five (5) minutes early. Driver will stop, open door, look, close the door and then proceed no later than one (1) minute after the scheduled pickup time or in the event of a late bus arrival, one (1) minute after bus arrival. Driver not allowed to wait for students or to make unauthorized stops. Students signed up for bus service who do not ride/call for five (5) days without prior notice will be moved to will call status and will not be picked up until the bus barn is contacted.
11. Not allowed on the bus: illegal drugs, alcohol, tobacco*, weapons, explosives of any kind, animals, bugs, reptiles/amphibians, baseballs, baseball bats, basketballs, soccer balls, footballs, skateboards, water guns, pellet guns, water balloons, glass containers, firecrackers, lighters, matches, etc. *The use of tobacco products in any form and/or any nicotine delivery device (any device that can be used to deliver nicotine or nicotine salts to the person inhaling from the device. This includes but may not be limited to, any electronic cigarette, cigar, pipe, or personal vaporizer) is prohibited as defined in the USD 368 Comprehensive Tobacco-Free Grounds Policy (see policies GAOC, KC, JCDA, JCDB).
12. Allowed, with prior approval: special projects and equipment, books, approved class/special projects, suitcases, sleeping bags, uniforms.
13. Early Childhood, Kindergarten, and selected Special Education students must be met at the bus stop by a pre-approved person of responsibility, or the student will be returned to the Kansas Central School Bus Office. (1705 Industrial Park Drive, Paola, KS 66017; Phone: 913-294-9610). If a student has an emergency contact person on file (within immediate vicinity of student's home) that person will be asked to accept the student. If the person declines, the student will be taken back to the Kansas Central School Bus Office.

Activities on buses are under surveillance via audio/video security monitors and/or Kansas Central School Bus employees.

Bus Discipline: See attached USD 368 School Bus Incident Report for details. Students are expected to follow the Bus Regulations. Disobedience will result in consequences as outlined in the incident report, including termination of bus privileges. Disobedient students will be returned to bus barn for parent pick-up or to police.

Assigned Bus Stop: See Bus Transportation Request Form. Transportation from/to home is provided only to students living 2.5 miles or further from their assigned school--all students in the family will be transported if one student qualifies 2.5 miles or further from his/her school. If eligible for transportation, a different stop 2.5 miles or further to replace the home stop (only one stop allowed, no second stops or taxi service) may be requested (subject to approval) if on an existing bus route.

Out-of-District Students: Per USD #368 Policy JGG-Transportation, Bus services will not be provided for out-of-district students unless they meet the bus at the closest stop within USD #368 boundary lines (subject to available bus capacity).

Emergency Evacuation Procedures: Emergency evacuation drills will be conducted at least two times per year for each student regularly transported to and from school in accordance with Kansas School Transportation Regulations.

Field Trips:

1. Parents are responsible for and should make prior arrangements to transport students to and from school for field trips that leave or return outside the regular school day. Students who miss their regular bus route due to a late field trip are to contact their parents for transportation.
2. All bus rules apply including driver responsibility for safe, orderly transportation.
3. Every student will return on the bus unless written permission is received from their parent/guardian or authorized by a district official.
4. District approved chaperones will ensure bus regulations are followed and will maintain order.
5. Students may be allowed to consume food/drinks on the bus. The chaperones will ensure the students leave the bus clean of all trash, personal items, etc.