



BROWNSVILLE INDEPENDENT SCHOOL DISTRICT
DEPARTMENT OF TRANSPORTATION
2008-2009



RECOMMENDATIONS

**DUE TO THE HIGH COST OF FUEL THE DEPARTMENT OF TRANSPORTATION
IS REQUESTING YOUR ASSISTANCE**

➤ **School Bus Emergency Evacuation Training:**

- House Bill 3190 - under section 7 - Chapter 34 requires each school district to conduct school bus emergency evacuation training two times during the school year, with one training session occurring in the fall and one training session in the spring. Training is required for students, faculty and staff.
- Please reserve your evacuation training for your campus by calling Mrs. Elizabeth Quintana at **698-0272** e-mail: enquintana@bisd.us as soon as possible.

➤ **Specific Areas To Monitor:**

- Practice buses on occasions have two (2) or three (3) students going home
- Several schools request one bus per sport/or activity
- Practice and tutorial buses should be monitored to ensure that the buses are being use to their seating capacity
- Practice/Tutorial buses will be available after 5:15 p.m.

➤ **Every effort should be made to monitor field trips:**

- Out-of-Town Field Trips (Football Games, Etc.) – It is important that school organizations travel together whenever possible. (Example, Student Council with the Cheerleading squad, etc.) Changes/cancellations must be submitted in writing by the Campus Administration/Department Administrator to the Transportation Department prior to the event.
- Include on your Field Trip Request your plans for lunch, dinner, etc
- A school official is required to ride on the bus for all Field Trips, not a PARENT
- Visit our website for more details

➤ **Afterschool Tutorials:**

- Student Roster must be e-mailed three (3) weeks prior to starting date to ensure routes will be ready for the first day of tutorial. Roster must include; Student ID Number, Student Name, Address and Phone Number. Include contact person(s) in charge of the tutorial program.
No Tutorial buses before 5:15 p.m. Changes and cancellations must be submitted in writing by Campus Administration/Department Administrator to the Transportation Department prior to cancellation date.
- Visit our website for more details

➤ **Student Code of Conduct:**

- Afterschool practice and tutorial buses are a courtesy to the students of BISD. Students with one discipline referral for misconduct or inappropriate behavior on an afterschool bus, (practice/tutorial) will lose their privileges for afterschool transportation. Visit our website for more details.
- Transportation Department will follow the procedure stated on the 2008-2009 Student Code of Conduct.

➤ **Name Tags:**

- Required for Grades Pre-K – 2nd. Grade Students. Visit our website for a sample of information needed.