

ITASCA SCHOOL DISTRICT 10

ADMINISTRATIVE CENTER
200 N. MAPLE ST.
ITASCA, IL 60143-1722
(630) 773-1232 Fax (630) 773-1342

Spring, 2019

RE: 2019-20 SCHOOL YEAR – BUS SERVICE

Dear District 10 Parents,

Please complete the enclosed form and return it to your child's school by **Friday, May 17th, 2019**. If you have more than one student in District 10, please be sure to complete a form for each child and return it to the school in which the child is **currently enrolled**.

This is critical to the development of routes/stops. In previous years, it has been necessary to either add or eliminate stops after school has begun due to students either not registering for bus or canceling service. It is our hope to eliminate much of the confusion at the beginning of the school year by having students register early.

BUS START DATE

PLEASE NOTE: For bussing privileges to begin on the first day of school in August for your child, the Transportation Request Form MUST be returned with the Enrollment Forms at the designated due date of May 17, 2019. If the Transportation Form is submitted at a later date, bussing privileges will not be confirmed for two weeks after the beginning of the school year.

When registering for bus services during the school year, it will take a minimum of five days before bus services for your child will begin.

Paying riders will be required to pay for service prior to being assigned a bus route/stop. When a paying rider registers for bus service, the rider will be placed at the closest existing stop to their home on the route. Seats available to paid riders are limited and will be assigned on a "first come" basis.

District 10 recommends students be picked up and dropped off at the same stop each day. Even so, District 10 will attempt to accommodate special bus pick-up and drop-off requests if they occur on a regular schedule for the entire year. **Week to week changes and requests involving more than two locations will not be allowed.**

Bus routes/stop information will be mailed to you at the beginning of August.

Please don't hesitate to contact me, Debora Jakubik, Transportation Director, at (630) 773-1232, extension 1002, if you have any questions. Thanks for your help in setting up bus service for the 2019-20 school year.

Sincerely,
Debora Jakubik
Transportation Director



RAYMOND BENSON PRIMARY
301 E. WASHINGTON ST.
ITASCA, IL 60143-2159
(630) 773-0554
Fax (630) 285-7474

ELMER H. FRANZEN INTERMEDIATE
730 N. CATALPA ST.
ITASCA, IL 60143-1465
(630) 773-0100
Fax (630) 285-7468

F.E. PEACOCK MIDDLE SCHOOL
301 E. NORTH ST.
ITASCA, IL 60143-1620
(630) 773-0335
Fax (630) 285-7460

IMPORTANT NOTICE FOR ALL PARENTS

2019-2020



- **All** District 10 students, kindergarten through eighth grade, are asked to submit a Transportation Registration Form with enrollment paperwork for the 2019-20 school year. For those students who do not need bus service please indicate this in the appropriate place on the Transportation Registration Form. **All forms must be signed by a parent/guardian.**
- Transportation Registration Forms for students requiring bus service must be received at the school site by no later than **May 17, 2019** in order for 2019-20 bus service to begin the first day of school in August.
- Transportation Registration Forms received after May 17, 2019, for students requiring bus service, will not be confirmed for two weeks after the beginning of the 2019-20 school year.
- Transportation change requests received after May 17, 2019 will not be confirmed for two weeks after the beginning of the 2019-20 school year.
- Parents who are certain that their student(s) will be attending a before-school or after-school facility that will require bus transportation to or from that site **should** indicate that information on their student's Transportation Registration Form.

Transportation Information

Frequently Asked Questions

1) Do I have to pay for bussing for my child?

- Bussing is free if your residence is 1.5 or more miles from the school or in a hazardous zone. Hazardous zone information is available at the administrative center (630-773-1232).
- If you live within 1.5 miles of the school, bussing is available for a fee. Fees are due with registration materials and no stops will be assigned until payment is received. Bus registration fees are **\$225.00** per student for the school year.
- Please note that paying riders are purchasing a stop on an existing route. *Routes are designed around free riders and hazardous areas, not paid riders.*

2) How long are children on the bus?

- By law, the State of Illinois allows for students to be on a bus for no more than 60 minutes one way.
- District 10 bus routes run 30 – 40 minutes.
- Routes will run longer for the first few weeks of school until a routine has been established. The school is able to contact the bus company at any time and all busses are in radio contact with the bus company.

3) What time will my child be picked up/dropped off?

- Bus stop information will be mailed to you prior to the start of school. The stop times listed for each student are a best estimate. Please plan on having your child at the bus stop 6-8 minutes prior to the pick up time and note that the bus may come as late as 6-8 minutes after that time.
- The district has no control over substitute bus drivers, road construction or weather conditions. All of which affect the route times.

4) Does my child have a designated stop?

- Your child will be given a specific bus stop. For safety reasons the student should get on and off the bus at this stop only.

5) Can my child be dropped off/picked up in front of our home?

- Only kindergarten students are given accommodations during the noon bus runs. Children coming home from school at noon will be dropped off at or very near their homes. When riding on the regular morning and afternoon busses, kindergarteners will be picked up/dropped off at an existing stop.
- Please be certain to have an adult waiting at the bus stop for your child, as students do need to be dropped off in a timely manner.

6) How do I register my child for bussing?

- Complete and return the “Transportation Registration Form” when you return your registration materials. This form can be found in your registration packet. A new transportation registration form must be completed every year, even if your child received bussing service the previous school year.

Bus Service Start Date

Registering for bussing privileges for the beginning of school year

For bussing privileges to begin on the first day of school in August for your child, the Transportation Registration Form **must** be returned with the Enrollment Forms at the designated due date of May 17, 2019. If the Transportation Registration Form is submitted at a later date, bussing privileges will not be confirmed for two weeks after the beginning of the school year.

7) When will I receive confirmation of my child’s bussing information?

- If you have registered your child for bussing you will receive your child’s route, pick up time, stop location, etc. in early August by mail from the District 10 Administrative Center.

8) What if I want to change how my child gets to/from school?

- If your child is a registered rider...
 - you do not need to notify the school if you are driving him/her to school for one day.
 - you must notify the school in writing or by telephone if you plan on picking up your bus student. If the school does not hear from you the student will be placed on the bus as usual.
 - you must complete a “Transportation Termination” form if you wish to drop bus service. This form is available in the school office.
 - You must complete a “Transportation Change” form if your drop-off or pick-up location changes. This form is available in the school office.
- If your child is not a registered rider...
 - you must complete a “Transportation Registration” form to register him/her as a bus student. This form is available in the school office.
 - please note that it may take up to 5 days to arrange bussing for a student.
 - your child may not ride the bus unless he/she is registered as a bus student.

Additional Comments and Important Information

- Teaching Assistants ride all busses at Benson Primary School for the first 2 – 3 weeks of school. At Franzen Intermediate School teaching assistants ride busses for the first week of school.
- At Benson Primary School all students wear bus tags for the first 2 - 3 weeks of school indicating their name, address, bus number and bus stop.
- Parents are encouraged to have bus students begin riding the school bus on a regular basis as soon as possible after the first day of school.
- Parents with questions or concerns about bussing are asked to call 630-773-1232 and either Deb Jakubik or Dawn Turner will get back to them as soon as possible.
- Children may not ride on any other bus than the one they are registered for, i.e. they may not switch busses to ride to a friend's house.