

Mukwonago Area School District Bus Discipline Procedures Kindergarten – Grade 6

Step #1	Step #2	Step #3	Step #4
DRIVER'S STATEMENT ISSUED	CONDUCT REPORT ISSUED	SUSPENSION & CONFERENCE	SUSPENSION & HEARING
<p>Bus driver issues Driver's Statement</p> <p>Bus company informs parents of Statement via phone call</p> <p>Bus driver can assign a seat and a seatmate as needed</p> <p>No more than three Driver's Statements issued before moving to next step</p>	<p>Principal receives Conduct Report from bus company</p> <p>Principal investigates severity of behavior</p> <p>If behavior is less severe in nature, principal meets with student and issues discipline</p> <p>If behavior is more severe in nature, principal meets with students & informs parents of outcome. Principal will issue discipline, which can include a progressive suspension up to 1, 2, or 3 days*</p>	<p>Principal receives subsequent Conduct Report</p> <p>Principal investigates and arranges for a conference with student, parents, bus company, and MASD Director of Business</p> <p>Improvement plan is developed and enforced</p> <p>Suspension can be issued up to 5 days*</p>	<p>Principal receives subsequent Conduct Report</p> <p>Principal investigates and informs parents of recommendation to MASD Director of Business for hearing to determine a suspension of riding privileges from 5 days up to 30 days *</p> <p>Hearing is held with student, parents, bus company, principal, and MASD Director of Business</p>

**Considerations for use and length of suspensions include: previous warnings, parent conference discussions, and severity of behavior. Each consideration can be taken alone or in combination.*

*These bus discipline procedures are aligned with MASD Board Policy 8600
Updated 02/25/2019*

Mukwonago Area School District Bus Discipline Procedures Grade 7 – Grade 12

Step #1	Step #2	Step #3	Step #4
DRIVER'S STATEMENT ISSUED	CONDUCT REPORT ISSUED	SUSPENSION & CONFERENCE	SUSPENSION & HEARING
<p>Bus driver issues Driver's Statement</p> <p>Bus company informs parents of Statement via phone call</p> <p>Bus driver can assign a seat and a seatmate as needed</p> <p>No more than three Driver's Statements issued before moving to next step</p>	<p>Principal receives Conduct Report from bus company</p> <p>Principal investigates severity of behavior; meets with student</p> <p>Principal meets with students & informs parents of outcome. Principal will issue discipline, which can include a progressive suspension up to 1, 2, or 3 days*</p>	<p>Principal receives subsequent Conduct Report</p> <p>Principal investigates and arranges for a conference with student, parents, bus company, and MASD Director of Business</p> <p>Improvement plan is developed and enforced</p> <p>Suspension can be issued up to 5 days*</p>	<p>Principal receives subsequent Conduct Report</p> <p>Principal investigates and informs parents of recommendation to MASD Director of Business for hearing to determine a suspension of riding privileges from 5 days up to 30 days *</p> <p>Suspensions beyond 30 days are allowable if warranted</p> <p>Hearing is held with student, parents, bus company, principal, and MASD Director of Business</p>

**Considerations for use and length of suspensions include: previous warnings, parent conference discussions, and severity of behavior. Each consideration can be taken alone or in combination.*

*These bus discipline procedures are aligned with MASD Board Policy 8600
Updated 02/25/2019*