

THIS TRANSPORTATION BROCHURE IS  
A PARTNERSHIP BETWEEN THE SCHOOL DISTRICT  
OF MENOMONEE FALLS, JOHNSON BUS COMPANY,  
PARENTS AND STUDENTS

PARENTS

- Please, **always** contact your child's school office for transportation assistance. Do not request route changes with the driver.
- Please read the enclosed section on changes for 5<sup>th</sup> and 6<sup>th</sup> grade, and other sections that pertain to parents and Bus Company personnel.

STUDENTS

- Follow all bus rules
- Be to your bus stop on time
- Show respect to your driver and others

YOUR CHILD'S DRIVER

- Will make every attempt to be on time each day and report any problems or concerns to the bus contractor office.
- Will be courteous and professional toward riders, parents and school staff.
- Will treat bus riders with respect.
- Will provide a safe ride to and from school.

**TELEPHONE NUMBERS**

Menomonee Falls High School .....	255-8444
North Middle School.....	255-8450
Benjamin Franklin Elementary .....	255-8470
Riverside Elementary .....	255-8484
Shady Lane Elementary.....	255-8480
Valley View Elementary .....	250-2620
SDMF Chapter 220 Office.....	255-8440
SDMF Transportation Office .....	250-8851
Johnson Bus .....	251-4230

For more information  
check out our  
website at:

[Sdmfschools.org](http://Sdmfschools.org)

Our  
Schools / Transportation



**“Safety is no Accident”**

School District of Menomonee Falls

**Bus Information for Parents and Students**

Our mission is to provide for the needs of all children through quality services.



The School District of Menomonee Falls has established a policy of procedure for the use of video cameras on school buses for the primary purpose of reducing disciplinary problems and vandalism.

Revised 2016

## **EXPECTATION OF STUDENT BEHAVIOR ON SCHOOL BUS**

Transportation to and from school is a privilege. This relates to the authority of school boards to enforce regulations governing pupil conduct. Rules provide guidelines and limits of behavior, which helps students grow toward self-discipline and responsibility. Respect and listen to your driver's rules and directions.

1. Stay in your seat
2. Talk quietly
3. Keep aisles clear
4. Show respect for persons and property
5. Do not use food, drink or tobacco on bus

## **BEFORE ENTERING THE BUS**

To get to your bus stop, walk on the side of the road facing traffic if there are no sidewalks or paths. Stay off the road while waiting for your bus. Be courteous to others also waiting at your stop. If crossing the road to get on your bus, wait until the bus has stopped completely, the flashing red lights are on and the driver gives a signal to cross. Board the bus in an orderly, single-file manner while holding the handrail and watching your step.

## **BUS CHANGES FROM 5<sup>TH</sup> TO 6<sup>TH</sup> GRADE**

The School District of Menomonee Falls will provide transportation to and from school for all elementary students residing over one mile from their school, and for grade 6–12 students residing over two miles.

## **WALK-TO-STOP DISTANCE FOR BUS RIDERS**

K4 and K5 riders will be picked up and dropped off at the closest safe corner to their residence. These riders must be received by a responsible person when they leave the school bus at the end of the day; for example a parent, guardian or older sibling. For midday, K4 & K5 drop-off will be at the residence or at some other designated address.

Please note:

Elementary students (1-5) may be required to walk up to ¼ mile to a corner stop.

Secondary students (6-12) may be required to walk up to ½ mile to a bus stop.

Riders must ride their assigned bus routes to and from school.

Pick-up and drop-off sites for regular riders are at corner stops. Riders should be at their assigned corner stop 5 minutes prior to the scheduled pick-up time. Each bus route is planned to provide service to a maximum number of pupils with the fewest stops, within the time period available. Stops are generally placed at intersections to maximize safety and minimize disruption of traffic.

## **DAY CARE AND BABY-SITTER REQUESTS**

Initial requests for transportation to/from a childcare provider must be received in writing at the child's school. We will only process changes from parent/guardian requests (not from child care providers). Requests after August 25<sup>th</sup> will be processed as soon as possible and may not be ready on the 1<sup>st</sup> day of school. All requests must be renewed each school year.

**Every attempt will be made to honor requests for transportation near a babysitter or day care provider. However, the child must first be eligible for transportation from the home address. The daycare center or babysitter must be located on the same existing route on which the child resides.**

## **DROP-OFF PROCEDURE**

As the child nears his/her corner or drop-off site he/she should begin to gather belongings and wait for the bus to come to a complete stop. When there are no curbs or sidewalks, the child should walk out 10 giant steps in front of the bus, look at the driver, and wait for the driver to give the signal to cross the roadway. If the driver blows the horn, the child should return to where he/she started; this allows the child to have an unobstructed view of any oncoming traffic. The child then precedes directly to his/her residence. Parents should remind the child to stay out of the Danger Zone, a 10-foot area in

front, in back, and around the side of the bus where the driver is unable to see the child. Where there are curbs and sidewalks the child is to remain on the sidewalk until the bus pulls away; this allows the child to have an unobstructed view of any oncoming traffic.

## **ADDRESS CHANGES**

Parents should notify the child's school office of the change of address before the move takes place. This will help you to find out if you are still bused or in walking distance. If you are moving out of the school district, the school office still needs that information.

## **Hazardous Areas to be Bused**

Students will also be provided transportation if an unusual hazard, as determined by the county sheriff's office, exists along the walking route to school.

## **Non-Mandated Transportation**

Bus Service may be available to those not otherwise eligible for busing. The service is available only on existing routes and at existing stops; no alteration of routes will be made. Students may fill the unused seats on a first come, first served basis. These stops are based on eligible riders for each school year. The fee for this service is based on the average cost of busing for each mandated student. This fee is for a.m. and p.m. transportation. The application form is offered starting in August of each school year; therefore the fee will be determined by August of each school year. After your application is approved, payment must be received before service begins. **The fee must be paid in advance on a yearly basis.** The form is available at all School Offices, our District Office and also by clicking the Transportation link on the left menu bar at [www.sdmfschools.org](http://www.sdmfschools.org). Each year you must re-apply for this service.

## **Bus Route Information:**

Bus route information is available on-line via e-link located on our school district website/transportation. If you cannot access to a computer please contact your school office.