



2023-2024

*4.0 School Services- I.S.D. #2687
Howard Lake-Waverly-Winsted*

Bus Routes Shuttles and Transfers Transportation Rules

School Starts September 5, 2023

PROTECT OUR CHILDREN
Know and Obey School Bus Laws

- **Flashing Amber Lights** are a pre-warning that
The bus is preparing to stop.
- **Flashing Red Lights** and extended stop arm
means that the bus is stopped to either load or
unload school children.
- Coming from either direction **you must stop**
when you see signals displayed.
- Stop at least 20 feet from the bus.



HLWW Bus Garage	320-543-4650
HLWW Main Number	320-543-3900
HLWW District Office	320-543-4646
HLWW High School Office	320-543-4600
HLWW Middle School Office	320-543-4660
Humphrey Elementary Office.....	320-543-4680
Winsted Elementary Office.....	320-543-4690
HLWW Community Education Office	320-543-4670

BUS ROUTE ASSIGNMENTS

If you would like to contact your bus driver please call the HLWW bus garage at 320-543-4650.

Regular Route Bus & Preschool Bus

- #1 Marie Pacheco
- #2 Kristin Sanderson (PRESCHOOL)
- #3 Dave Kelly
- #4 Kari Berg (PRESCHOOL)
- #5 Char Hillmyer (PRESCHOOL)
- #6 Marlin Kottke
- #7 Marc Boon
- #8 Jami Berg (AM) (PM)
- #9 Dale Burau (AM) Sharon Kottke (PM)
- #10 David Abbott (HUMPHREY ONLY)
- #11 Tim Edmondson
- #12 Julie Larson
- #14 Dutch
- #15 Jody Kust (HUMPHREY ONLY)
- #16 Greg Lammers (WRIGHT TECH BUS ALSO)

Bus route assignments and/or bus numbers are subject to change.

The main objective of the 4.0 transportation system is to provide your children with a safe and comfortable bus ride. It is important that we have open communication between us, the school district, the driver and the parents.

Minnesota state law states that transportation by school bus is a privilege, not a right. Inappropriate or unsafe behavior could result in the loss of this privilege.

Trespass on a School Bus

There is a trespassing on school buses law that is in effect. Minnesota Statute 609.605, Subd4a. (C), "Trespass on school, A person who boards a school bus when the bus is in on its route or otherwise in operation, or while it has pupils on it, and who refuses to leave the bus on demand of the bus operator, is guilty of a misdemeanor." Please be aware that the driver is in charge of the bus. If they ask you to get off – please follow their directions. If you do not, it is considered a misdemeanor.

Consequences for school bus/bus stops misconduct will be imposed by the school district under adopted administrative discipline procedures. In addition, all school bus/bus stop misconduct will be reported to the school district's transportation director. Serious misconduct may be reported to local law enforcement.

Please note that all vehicles are equipped with video cameras and two-way radios, with base stations at HLWW High School, HLWW Middle School, Humphrey Elementary, Winsted Elementary, HLWW Community Education, HLWW District Office, and HLWW Bus Garage. We encourage you to contact us with questions or concerns by calling any of the numbers listed on the front page.

SHUTTLES AND TRANSFERS

AM Shuttles from the Hs/Ms-

Bus #1 & #2 - Winsted Elementary & Holy Trinity

Bus # 5 & #7 - Humphrey Elementary

Bus #6 - ALP and St. James

Elementary students attending school in Waverly or Winsted may switch to a different bus during their route. The bus will stop at the middle school/high school and will get on a different bus. Students who live in Waverly attending Humphrey Elementary will be picked up & dropped off by Bus # 15 or Bus #10 and go directly to and from Humphrey Elementary depending on pick up and drop off locations. Winsted Elementary students who live in town near Winsted Elementary will be picked up & dropped off by Bus #14 and go directly to and from depending on pick up and drop off locations. Refer to ParentVue for more details on bussing information.

SHUTTLES AND TRANSFERS

PM Shuttles to the Hs/Ms-

Bus #2 - From Winsted Elementary To HS/MS (Including LAKER CARE)

Bus #5- From Humphrey Elementary to HS/MS (Including LAKER CARE)

Bus #4 From Holy Trinity

Bus #7 from ALP

Bus #9 From St. James

IMPORTANT INFORMATION ON PICK-UPS AND DROP-OFFS*

There **will not** be any changes made to routes the first two weeks of school!

Wherever possible, bus stops will be combined to reduce the number of stops, and distance traveled, bus stops will be no more than ¼ mile from the end of the driveway.

Buses **will not** go up driveways to pick up or drop off students. Bus stops may not be visible from your home. Bus stops are collector points in the neighborhood and at generally located corners. If a parent/guardian is concerned about watching their child at the stop they will need to walk with them and supervise them at the bus stop. Daylight savings time/dark roads or cold weather **do not** determine stop changes.

Generally, we will not have buses travel into cul-de-sacs, private roads, dead-end streets or other areas where transportation is not able to safely and efficiently access. All students, regardless of age or grade, including preschools and daycares who reside in these types of areas, will need to walk or get a ride to the assigned bus stop.

All pick up and drop offs shall be consistent DAILY to eliminate the possibility of confusion on the part of all drivers, riders, school officials, and the transportation dept. There will only be one pick up/drop off per day. We will not be able to accommodate a weekly revolving schedule. Example: Every Monday will be the same pick up/drop off spots. We will not do any other Monday schedule. This includes children going to daycare. If a daycare provider is closed, it is the responsibility of the parent/guardian to make other arrangements to get your child to school.

****Bus drivers do NOT have the authority to make bus stop changes!**

Buses have a 5 minute window before and after scheduled time. Scheduled times are subject to change throughout the year with students being added to or taken off the bus. Students need to be outside waiting at their stop. Buses will stop at every stop but it is not the drivers responsibility to wait for anyone. If there is a sub driver, they are instructed by me to stop and proceed if no one is in sight. If it is cold or rainy weather it is the parent/guardian's responsibility to have children dressed appropriately.

A temporary/short-term reassignment of the designated bus stop may be approved if the request can be accommodated with another existing bus route and bus stop, provided there is available seating. This request must be submitted in writing to a building administrator or secretary and the transportation department 48 hours before the requested date of change.

Bussing information can be viewed on ParentVue. Under the Student info tab click on Additional Information.

All students in 11th and 12th grade are removed from transportation. If your child is in need of bussing, please contact the transportation department and we will assign them to a bus.

If you have any questions, please contact Nicole McKee at 320-543-4650 or by email at nicole@fourpointo.com

**** If your child is NOT riding the bus or if he/she needs to be picked up and/or dropped off at a DIFFERENT location other than the previous school year, please contact the HLWW bus garage. ****

SAFETY EQUIPMENT

All school buses operated by Howard Lake-Waverly-Winsted Schools are inspected annually and meet Minnesota and DOT standards plus carry additional equipment including video cameras, double crossover mirrors, lights on the stop arms and two-way radios.

PARENTS' ROLES

Each year we travel tens of thousands of miles transporting students to and from school and to school-related activities. Our goal is to accomplish this task safely and efficiently. Bus drivers have their hands full operating the bus safely with 70 or more children behind them. Safety awareness must begin at home.

- Stress the importance of remaining seated and quiet while the bus is moving. (Compare it to driving your car with several rambunctious, noisy youngsters jumping around in the back seat.) • Train your children not to automatically expect traffic to stop for the red flashing lights. Many motorists fail to see or simply ignore the warning lights. Look before you cross.
- Have your children dress properly for bad weather. Vehicles can be delayed under such conditions. Proper dress will keep them comfortable if a delay occurs. Bright colors will make them more easily seen as winter brings dark mornings and snow piles around bus stops.
- Establish a leave time to get to the bus stop. A few minutes early will assure them catching the bus and keeping it on schedule.



SAFETY TIPS

Waiting: Wait quietly away from traffic. Wait until the bus door opens. The bus could skid when stopping on the gravel or ice.

Loading: Quickly take your assigned seat and remain seated. A quick start may knock you down if you are not seated.

Unloading: Remain seated until the bus stops. Braking could cause falls and injuries. Move away from the bus quickly. There is a danger zone in front of and near the bus wheels. Wait for the driver's signal. The driver will signal when it is safe to cross. Students shall not board or exit the bus at any but their designated stop. We are responsible for your safe transportation to and from your stop.

Riding: A safe and more pleasurable ride can be accomplished with the full cooperation of students with the drivers. This includes a discipline policy which the School District has adopted to deal with behavioral problems.

The following steps are necessary for the driver to keep the bus safe, orderly, and clean: • Follow the driver's instructions - his/her full attention must be on driving safely.

- No throwing of anything.
- No abusive language, harassment or fighting.
- No food or drink on the bus.
- No pets or animals on the bus.
- No general abuse on the bus. Students will pay for vandalism.
- Overall avoid behavior that could cause discomfort to another student and/or the safe operation of the bus.
- Students who choose to disregard these safety rules will be given a Bus Report and dealt with by the administration.

Cellular Devices on Buses

- Cellular device usage by students while riding to and from school on the bus, or on the bus during school-sponsored activities is at the discretion of the bus driver and/or the student advisor/supervisor.
- Distracting behavior which creates an unsafe environment will not be tolerated.
- Cellular cameras and audio/video recorders may not be used on the bus.
- Keep light on low settings and absolutely no FLASH at any time is allowed while the bus is moving.