



# 2017-2018

I.S.D. #2687

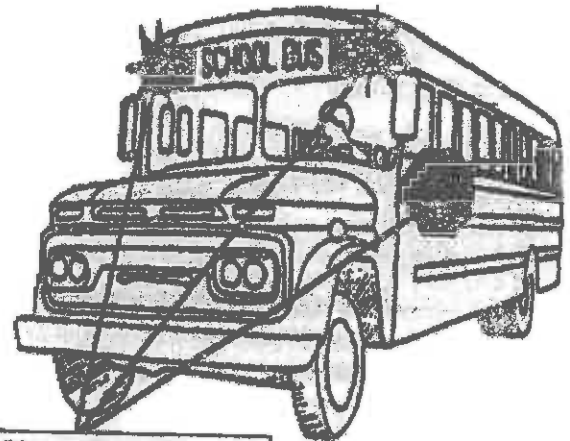
*Howard Lake-Waverly-Winsted*

## Bus Routes Shuttles and Transfers Transportation Rules

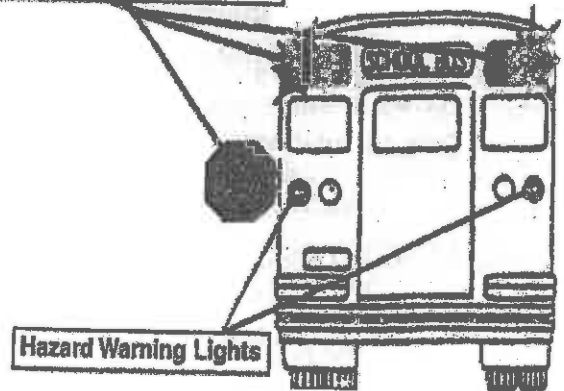
*School Starts  
Tuesday, September 5*

**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.



**Signals Displayed!**



**Hazard Warning Lights**



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
HLWW Bus Garage .....	320-543-4650

## 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

- #2 Bob Bayerl
- #3 Katie Huff
- #5 Char Hillmyer
- #6 Marlin Kottke
- #7 Ado (Dutch) Poel
- #8 Jami Berg (A.M.) Al Montgomery (P.M.)
- #9 Dale Burau
- #11 Tim Edmondson
- #12 Dan Boeson
- #13 Dick Sonstegard
- #15 Greg Lammers (P.M.)
- #16 Debbie Gritz
- #17 Al Montgomery (A.M.) Dan Athman (P.M.)
- #18 Kari Berg
- #19 Kristin Sanderson
- #20 Krista Stoll

### Preschool Bus

- #2 Bob Bayerl
- #5 Char Hillmyer
- #11 Tim Edmondson
- #19 Kristin Sanderson

### Buffalo Vocational Bus

- #15 Greg Lammers

### Activity Bus

Two buses (north and south) will depart from HLWW High School at 5:10 p.m. on Monday and Wednesday.

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.

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

We are continually seeking out ways to improve transportation. With four public schools and two private schools as stops, routes can sometimes be long. One way to alleviate some of the distance and travel for students is to use a shuttle or a transfer bus.

Elementary students and attending school in Waverly or Winsted may switch to a different bus during their route. The bus will stop at the elementary school and students who need to travel to the middle school/high school will get on a different bus. To avoid having elementary students travel to the middle school/high school and then back to the elementary school as much as possible, those students may transfer to a bus that stays in the area, rather than traveling to Howard Lake.

To be more efficient, we are only sending one or two busses, after stops are made at the middle school/high school, to transport students to the elementary. This will help save fuel expenses during the year.

When you receive your bus information (letters will be mailed prior to the start of the school year) transfer busses will be listed.

In the case of the shuttles from the middle school/high school to the elementary schools, those busses will be clearly labeled with signage indicating "Winsted" or "Waverly" shuttle. Staff members will continue to help elementary students to ensure, after they stop at the middle school/high school, that they get to the correct bus.

## PICK-UPS AND DROP-OFFS

Wherever possible, bus stops will be combined to reduce the number of stops, and distance traveled, bus stops will be no more than  $\frac{1}{4}$  mile from end of driveway.

All pick-up and drop-offs shall be consistent daily to eliminate the possibility of confusion on the part of the riders, school officials, and the transportation dept.

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

You will receive a letter in mid-August, which will inform parents and/or legal guardians of your child's busing information. The letter will consist of Pick-up and drop-off times, location of both, and bus number(s). Please take a close look at all that information as times, buses, and or locations may have changed from previous years.

All students 11<sup>th</sup> and 12<sup>th</sup> grade are removed from transportation. If your child is in need of bussing, please contact the transportation department by emailing Joe Tulkki at [jtulkki@hlww.k12.mn.us](mailto:jtulkki@hlww.k12.mn.us) and he will assign them to a bus.

**\*\* 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. \*\***

If you have any additional questions about transportation, please contact Joe Tulkki at 320-543-4650 or you can email at [jtulkki@hlww.k12.mn.us](mailto:jtulkki@hlww.k12.mn.us).

## 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.

I.S.D. 2687 Howard Lake-Waverly-Winsted School buses are equipped with security cameras to assist in maintaining proper student behavior, resulting in a safe environment. We ask for your cooperation in discussing safety rules and procedures with your children to ensure a safe 2017-2018 school year.

