



*Maquoketa Valley Community School District*

*107 3rd St, PO Box 186*

*Delhi, Ia 52223*

*563-922-2091*

## To the Drivers of the MV School Buses:

School will start Monday, August 23rd, 2022. The drivers have the biggest responsibility of anyone associated with this school system and we all appreciate you! **You** are a vital part of the entire operation of the school. Please be aware of the following important information:

**Bus Breakdown or Emergency:** - call **Doug Steger on his cell phone (563-920-3045)**. Please be ready to provide all information needed. Any time you are running more than 10 minutes behind, please radio the school office. The office will inform the teachers or parents if needed.

**Bus Accident:** Call **Doug Steger (563-920-3045)**. Regardless of how minor the incident. If you go in the ditch, the school needs to be notified. In case of an accident, the driver will need to make a list of the student riding the bus at the time of the incident. The office will collect the list and notify parents. If the driver hits a deer, it will be the driver's responsibility to decide whether he can safely drive the route. If the driver is able to complete the route please notify Doug after the route is completed. If the driver is unable to travel please notify Doug Steger. If the deer is on the road- Please call the **Delaware County Sheriff** to report **(563-927-3135)**

**Railroad Crossing:** **1. Approach with Care-**Warn others that you are slowing down. Turn on your 4 way flashers. Use the pull out lane if available. **2. Prepare-** turn off fans and radios and roll down windows. **3. Stop-** at least 15 feet, but not more than 50 feet from the nearest rail. Look and listen both ways carefully. **4. If it won't fit- don't commit.** Trains extend beyond the width of the rails at least 3 ft on each side. **5. Look Again-** before you move, look again in both directions. **6. Cross tracks with care-** signal, watch for a safe gap, pull back onto the road if you use a pull out lane. Use the highest gear that will let you cross without shifting. **7. Keep going once you start, even if lights start to flash or gates come down.**

**Loading and Unloading:** It is important for you to be on or near your bus when the children are loading or unloading. It is an absolute **MUST** the first 8-10 days of school. **Never-**leave your bus running. **All drivers must WEAR THEIR SEATBELTS! IT IS THE LAW!**

**Arrival Time:** for the first attendance center should be no earlier than 7:25 AM. **Delhi Center** please arrive no earlier than 7:45 AM. Buses will need to unload one at a time. Each bus will need to keep students on the bus until they can pull up centered directly

across from the front doors. Again please radio the school if you are running more than 10 min late.

**AM Shuttle Times:** Students riding the bus from Earlville to Hopkinton or Earlville to Delhi will leave at 7:40 AM. Students riding the shuttle bus from Hopkinton to Delhi will leave at 7:40 AM. Students riding the bus from Hopkinton to Earlville will leave at 8:00 AM. Students riding the shuttle bus from Delhi to Earlville or from Delhi to Hopkinton will leave at 8:00 AM.

**PM Shuttle Times:** Students riding the shuttle bus from Earlville to Hopkinton or Earlville to Delhi will leave at 3:00 PM. Students riding the shuttle bus from Hopkinton to Delhi will leave at 3:00 PM. Students riding the shuttle bus from Hopkinton to Earlville will leave at 3:20 PM. Students riding the shuttle bus from Delhi to Earlville will leave at 3:25 PM.

**The Bus is your responsibility:** Treat it like you own it

1. Check the oil, battery, lights, radiator, and tires efore each trip. Use the “buddy system” to check lights, etc. while waiting for the students to load. Correct any deficiencies yourself if possible. If your bus needs work done on it, please let Doug Steger know. He will need to talk with you directly to know exactly the issue.
2. Please note all buses have an oil change every **6,000 miles** and are greased every **3,000 miles**.
3. The school will reimburse you \$3.00 per day for those cold days when it is necessary to keep your engine heaters plugged in. Also, when you warm up your bus in the morning , only let it run **15 minutes** before you start your route.
4. Keeping the bus clean is your responsibility. You should pay particular attention to the lights and windows. The school will reimburse you for any money spent at the local do-it-yourself car washes.
5. Make it a habit to notice who is sitting where so the seats don’t take too much abuse- a new seat and back including foam and frame cost approx. \$300 to install.
6. Traffic laws are your responsibility. Maquoketa Valley will not pay for your fines or tickets while driving the bus.

**Reports from Drivers-** Both regular and sub drivers need to turn in timesheets, leave request forms, and pre trip report sheets to the District Office at the end of each month. Only one time sheet is needed per month but pre-trip inspection sheets need to be done twice daily. Please **write as neatly** as possible and **turn in on time**.

**Activity and Field Trips:** Drivers must keep a separate record of miles for activities and field trips and turn that information in on your timesheet each month. When more than one bus is needed to transport students, drivers will travel together in case of emergency or breakdown.

**Fueling your Bus:** All buses will fuel at Delhi at the underground and above ground tanks north and east of the old Admin building. Fueling at Delhi is cost efficient and in the winter it will have an anti-gel de-icer added to prevent fuel line problems.

**Calling off School:** If school has to be cancelled, we will attempt to notify you as quickly as possible utilizing the **MV Text Alert System**.

**In case of Fog:** All drivers should remember they are required by law to have 300 ft of visibility in order to make a safe stop.

**Poor Road Conditions:** You as a driver are most aware of the road conditions on your route, and because as the driver you bear the responsibility for the safety of the students on the bus, the driver must determine if certain areas are unsafe for a school bus to travel. If the driver makes the determination the driver should contact the parents or call the office so they can contact the parents where travel is impassable. Please be sure to inform the office if changing drop offs or pick ups.

**Exceptions to Regularly Scheduled Stops:** Bus routes are set up according to our School Board policy. They state a family must live out of the city limits and be over a mile from the closest school building to be assigned to a route. It is recognized that there may be times when this district can be of service to families not at a regularly scheduled pick up point. The basic criteria for an exception to the regular stops requires that: (1) the proposed stop must be within the boundaries of the school district. (2) must be along the regularly traveled bus route. (3) there is room on the bus. (4) it has been approved in advance by the Admin Office.

**Safety Equipment:** All safety equipment should be in proper working order before you begin your routes. If there are complications, **call Doug Steger 563-920-3045** for repair or replacement.

## **Seat Belts**

Iowa state law that requires all **new** school buses to be equipped with safety belts. The bus driver must train students how to buckle and unbuckle themselves if they have not yet been trained. This bus is equipped with the new lap-shoulder belts that can accommodate either three (3) elementary students or two (2) high school students per seat. If a student is riding a bus that has these three-point lap-shoulder belts available, then they must wear these seatbelts when the bus is in motion.

The following expectations should be shared with students regarding wearing seatbelts:

- Students will need to remove backpacks prior to putting on a seat belt. Backpacks are to be stored in laps or under seats while using seat belts.
- Students will be required to appropriately wear the seat belt during their ride to/from school, including making sure the shoulder strap crosses the chest.
- Students refusing to use seatbelts in a legal and safe manner will be subject to school district disciplinary actions. Repeated refusal to wear seatbelts will result in suspended riding privileges from the bus.

**Cell Phones:** You must refrain from using your cell phone while driving the school bus. The phone is only to be used in case of an emergency. If it must be used, please pull over to the side of the road to use it.

**Need for Spare Bus:** Spare buses are kept at the school in Delhi. Call Doug Steger (563-920-3054) if a spare bus is needed or used so we know where the spares are at all times. Spare buses are parked behind the school and **must be checked out by Doug before they are taken.** Keys and safety equipment for the spare buses are kept at the location where the buses are located. Please see that the spare bus is returned to its original location and the keys and safety equipment go back where they belong.

**Need for a Sub Driver:** If you need a substitute driver, you are to call for one yourself and make the necessary arrangements. **Don't forget to fill out a Leave Request form** whenever you get a sub yourself.

**Salary Information:** The following monthly rates are in effect for the 2022-23 school year -

**Regular Route** (no shuttle) - **\$47.12** per trip      **With Shuttle** - **\$58.32** per trip

**Extra Curricular - \$19.00 per hr.**

When a regular route driver takes an extra curricular trip, and it is necessary for him to give up his PM route, drivers will only be paid for the trip, regular route pay does not

apply. Wages for bus trips which require staying overnight will be discussed with and approved by the Superintendent. Also, physicals will be reimbursed up to \$120 every two years.

**Details in Completing Timesheets:** If you are a special ed van route driver, please record on your time sheet the actual time driven. When driving an Activity or special trip - after your first two hours, please round up your time to the next quarter hour. Be sure and include ALL information asked of you on your time sheet - and please write in CLEAR AND LEGIBLE print.

**CHAIN OF COMMAND:** Staff members should be loyal to the school community, the Board of Education, the Superintendent, Director of Transportation, principal and other staff members. Criticism should never be aired to the public. You should expect the same loyalty from all administration and staff members. Whenever there are any problems in the school or on the bus route, it is imperative that the chain of command is adhered to and that the employee discusses concerns with their immediate supervisor.

## Bus Misconduct:

<b>1st Step:</b>	<b>2nd Step:</b>	<b>3rd Step:</b>	<b>4th Step:</b>
Complete Office Discipline Referral Sheet. Send a copy home.	Complete Office Discipline Referral Sheet. Send a copy home.	Complete Office Discipline Referral Sheet. Send a copy home.	Complete Office Discipline Referral Sheet. Send a copy home.
Administrator, behavior strategist and driver contact the parent.	Administrator or behavior strategist contact parent	Administrator or behavior strategist contact parent	Administrator or behavior strategist contact parent
	Assigned seat on the bus for 2 weeks	Assigned seat on the bus for 3 weeks	Loss of bus privileges for one week

## High School / Middle School

Bus Line-up (PM Routes)

### North Side of Building

1. **Bus # 1-21** → Mark Smith
2. **Bus # 1-17** → Craig Wilson
3. **Bus # 2-15** → Mike Hucker
4. **Bus # 1-19** → Joe Hoeger
5. **Bus # 1-22** → Mike Burkle
6. **Bus # 1-16** → Tom McAreavy
7. **Bus # 2-18** → Doug Steger



## **Earlville School**

Bus Line- Up (PM Routes)

### **West Side of Building**

1. **Bus # 1-11** → John Burbridge
2. **Bus # 2-15** → Mike Hucker
3. **Bus # 1-19** → Joe Hoeger
4. **Bus # 1-22** → Mike Burkle

## **Evacuation Procedures**

An emergency situation can happen to anyone, anytime, anywhere. It could be a crash, a stalled school bus on a railroad-highway crossing or in a high-speed intersection, an electrical fire in the engine compartment, a medical emergency to a student on the school bus, etc. Knowing what to do in an emergency—before, during and after an evacuation—can mean the difference between life and death.

### **Determine Need to Evacuate Bus**

The first and most important consideration is for you to recognize the hazard. If time permits, school bus drivers should contact their dispatcher to explain the situation before deciding to evacuate the school bus. As a rule, student safety and control is best maintained by keeping students on the bus during an emergency and/or impending crisis situation, if so doing does not expose them to unnecessary risk or injury. Remember, the decision to evacuate the bus must be a timely one.

### **A decision to evacuate should include consideration of the following conditions:**

- Is there a fire or danger of a fire?
- Is there a smell of leaking fuel?
- Is there a chance the bus could be hit by other vehicles?
- Is the bus in the path of a sighted tornado or rising waters?
- Are there downed power lines?
- Would removing students expose them to speeding traffic, severe weather, or a dangerous environment such as downed power lines?
- Would moving students complicate injuries such as neck and back injuries and fractures?
- Is there a hazardous spill involved?
- Sometimes, it may be safer to remain on the bus and not come in contact with the material.

### **Mandatory Evacuations**

The driver must evacuate the bus when:

- The bus is on fire or there is a threat of a fire.
- The bus is stalled on or adjacent to a railroad-highway crossing.
- The position of the bus may change and increase the danger.
- There is an imminent danger of collision.
- There is a need to quickly evacuate because of a hazardous materials spill.

## **Evacuation Procedures: Be Prepared and Plan Ahead**

When possible, assign two responsible, older student assistants to each emergency exit. Teach them how to assist the other students off the bus. Assign another student assistant to lead the students to a safe place after evacuation. However, you must recognize that there may not be older, responsible students on the bus at the time of the emergency. Therefore, emergency evacuation procedures must be explained to all students. This includes ensuring that they know the location of and operation of the various emergency exits, and the importance of listening to and following all instructions given by you.

### **General Procedures**

- Determine if evacuation is in the best interest of safety.
- Determine the best type of evacuation:
  - Front, rear, or side door evacuation, or some combination of doors.
  - Roof or window evacuation.

### **Secure the Bus by:**

1. Placing transmission in Park, or if there is no shift point, in Neutral.
  2. Setting parking brakes.
  3. Shutting off the engine.
  4. Removing ignition key.
  5. Activating hazard-warning lamps.
- If time allows, notify the dispatch office of evacuation location, conditions, and type of assistance needed.
  - Dangle radio microphone or telephone out of driver's window for later use, if operable.
  - If no radio, or radio is inoperable, dispatch a passing motorist or area resident to call for help.
  - As a last resort, dispatch two older, responsible students to go for help.

### **Order the Evacuation:**

1. Evacuate students from the bus.
  - a. Do not move a student you believe may have suffered a neck or spinal injury unless his or her life is in immediate danger.

b. Special procedures must be used to move neck spinal injury victims to prevent further injury.

2. Direct a student assistant to lead students to the nearest safe place.

3. Walk through the bus to ensure no students remain on the bus. Retrieve emergency equipment.

4. Join waiting students. Account for all students and check for their safety.

### **Protect the Scene.**

- Set out emergency warning devices as necessary and appropriate.
- Prepare information for emergency responders. Safe Place to Evacuate (Tips) A safe place for the students will be at least 100 feet off the road in the direction of oncoming traffic.
- This will keep them from being hit by debris if another vehicle collides with the bus.
- Lead students upwind of the bus if fire is present.
- Lead students as far away from railroad tracks as possible and in the direction of any oncoming train.
- Lead students upwind of the bus at least 300 feet if there is a risk from spilled hazardous materials.
- If the bus is in the direct path of a sighted tornado and evacuation is ordered, escort students to a nearby ditch or culvert if shelter in a building is not readily available, and direct them to lie face down, hands covering their head.
- They should be far enough away, so the bus cannot topple on them. Avoid areas that are subject to flash floods.

### **Front Door Evacuation**

- Set the parking brake, put on 4-way hazard lights, shut off the engine, take the key, and instruct the students to evacuate the bus using the front door and to take nothing with them.
- The front door assistant leads the students off the bus to a safe place, 100 feet or 40 paces from the bus, or instructs the students exactly where to go. **WARN ALL STUDENTS: Walk. DO NOT RUN. Use the handrails.**
- The students follow the door assistant off the bus in numerical order (i.e., seats 1–24).

- After all the students are off the bus, the driver walks to the rear of the bus to make sure that all students have departed.
- Take the fire extinguisher, reflectors, and first aid kit with you off the bus.
- Make sure the students are in a safe area and behaving in an orderly manner. Set out the reflectors.
- Stay with the students until the emergency has been resolved.

### **Rear Door Evacuation**

- Set the parking brake, put on 4-way hazard lights, shut off the engine, take the key, and instruct the students to evacuate the bus using the rear door and to take nothing with them.
- The two rear door assistants seated on the aisle exit the rear emergency door, and stand one on each side of the door to assist the rest of the students off the bus.
- The third rear door assistant leads the rest of the students to a safe area, 100 feet or 40 paces from the bus, or instructs the students exactly where to go. **WARN ALL STUDENTS: Walk. DO NOT RUN.**
- Instruct the students to sit on the floor with feet outside and ease out onto the ground when exiting the rear door of the school bus.
- The students follow the door assistant off the bus in reverse numerical order (i.e., seats 24–1).
- After all students are off the bus, the driver walks to the rear of the bus checking the bus to make sure that all the students have departed.
- Take the fire extinguisher, reflectors and first aid kit with you off the bus.
- Make sure the students are in a safe area and behaving in an orderly manner. Set out reflectors.
- Stay with the students until the emergency has been resolved.

## Maquoketa Valley School Bus Rules

1. Riding a school bus is a PRIVILEGE not a RIGHT.
2. The Bus Driver is in charge. Students must obey the driver.
3. Students must sit down and face forward in their seat when the school bus is in motion.
4. Students must not extend their hands or heads out of the bus windows. Students should never throw anything out of the windows.
5. Students should be kind and courteous to other students on the bus.
6. Students should not do anything that would distract the driver.
7. Students should pick up after themselves after their ride. There should be nothing left on the floor of the bus. IT IS UP TO THE BUS DRIVER to allow eating or drinking on the bus.
8. The bus driver may assign seats if necessary.
9. Any student that may cause harm or vandalism to the bus will be charged for the damage and disciplined appropriately.
10. Students who have to cross the road before entering or after leaving the bus may do so in front of the bus so the driver can ensure the students safety.
11. Students must be on time. The bus cannot wait for those who are tardy.
12. Older students are asked to look after the younger students on the bus.
13. Violations of any of these rules may be reported to the principal, who can deny that student the privilege of riding the school bus.

**Bus Driver Checklist:**

1. Check tires
2. Check Oil level
3. Check water in radiator
4. Clean windshield and mirrors
5. Clear rear windows, signs and lettering
6. Check lights and safety equipment, including strobe
7. Complete your daily inspection report.

**After Boarding the Bus:**

1. If the engine is cold, warm it up properly
2. Be alert to conditions outside the bus
3. Test your brakes before pulling into traffic when leaving the parking lot area
4. Use proper signals before making a turn
5. Don't "ride" the clutch
6. Don't "lug" the engine
7. Show skill in down-shifting
8. When stopping to load and unload pupils, use your warning lights approximately 300 feet before stopping.
9. Use your brake properly in bringing the bus to a stop
10. Check traffic before opening the door to discharge pupils
11. When pupils have to cross the road to board or leave the bus, the driver, after stopping the bus on the highway, must ascertain that the way is clear, then signal pupils to cross the road in front of the bus.
12. Make sure that all is clear before backing at turn-arounds
13. Maintain good discipline
14. Observe safe speed limits
15. Check all bus seats after each route

**Active Bus Drivers**

Name	Bus #	Lic. #	Birth Date	Lic. Exp.	Address	Phone #
Burbridge, John	082	612MM6431	4-20-78	06-13-23	101 Hankins St Delhi, la	563-608-4533
Burkle, Mike	1-15	061AA4564	12-12-59	12-12-22	3277 Vine Rd., Dyersville	563-920-4452
Darrow, Randy	Van	642XX4956	6-3-70	06-03-27	P.O. Box 64, Greeley	563-608-5998
Hoeger, Joe	1-18	877ZZ7963	3-20-63	03-20-25	2780 Quarter Rd., Hopkinton	563-920-4233
Hucker, Michael	1-16	569XX7985	5-28-68	05-28-23	2907 302nd St. Hopkinton	563-920-3276
Hunt, Roger	SUB	969ZZ4868	8-10-55	08-10-23	2929 218th St. Earlville	563- 920-1968
Feldmann, Mike	SUB	858ZZ1035	07/26/54	07/26/26	510 Andrew St NE Hopkinton, la	563-451-2635
McAreavy, Tom	081	940ZZ8911	11-10-48	11-10-2	723 3rd St. Delhi	563-608-3357
Rave, Rick	SUB	377WW8422	08-25-60	08/25/28	619 E 3rd St Earlville, la	563-213-0799
Recker, Judy	SUB	570YY3686	3-21-56	7-20-22	12261 Finch Dr., Dyersville	563-920-5161
Reeves, Jason	SUB	569XX9818	9-14-70	10-10-23	120 W. Washington, Delaware	563-920-1455
Smith, Mark	1-19	310JJ7187	2-5-74	02-5-26	3146 320 Ave, Hopkinton	319-480-6144
Steger, Doug	061	857ZZ7704	2-21-62	02-21-25		563-920-3045
Steger, Patti	Van				2437 245th St. Delhi	319-270-5298
Wilson, Craig	1-17	814ZZ1753	7-6-64	07-06-26	P.O. Box 41, Hopkinton	319-480-6755



## IT'S THE LAW

### Loading and Unloading Procedures -

**1a.** The driver of a school bus used to transport children to and from a public or private school shall, when stopping to receive or discharge pupils, turn on flashing warning lamps at a distance of not less than three hundred feet nor more than five hundred feet from the point where the pupils are to be received or discharged from the bus if the speed limit at that point is forty-five miles per hour or greater and shall turn on flashing warning lamps at a distance of not less than one hundred fifty feet from the point where the pupils are to be received or discharged from the bus if the speed limit at that point is less than forty-five miles per hour. At the point of receiving or discharging pupils the driver of the bus shall bring the bus to a stop, turn off the amber flashing warning lamps, turn on the red flashing warning lamps, and extend the stop arm. After receiving or discharging pupils, the bus driver shall turn off all flashing warning lamps, retract the stop arm and proceed on the route. Except to the extent that reduced visibility is caused by fog, snow, or other weather conditions, a school bus shall not stop to receive or discharge pupils unless there is at least three hundred feet of unobstructed vision in each direction. However, the driver of a school bus is not required to use flashing warning lamps and the stop arm when receiving or discharging pupils at a designated loading and unloading zone at a school attendance center or at extracurricular or educational activity locations where students exiting the bus do not have to cross the street or highway.

**1b.** If a school district contracts with an urban transit system to transport children to and from a public or private school, the school bus which is provided by the urban transit system shall not be required to be equipped with flashing warning lights and a stop arm. If the school bus provided by an urban transit system is equipped with flashing warning lights and a stop arm, the driver of the school bus shall use the flashing warning light and stop arm as required by law. c. A school bus, when operating on a highway with four or more lanes, shall not stop to load or unload pupils who must cross the highway, except at designated stops where pupils who must cross the highway may do so at points where there are official traffic control devices or police officers. d. A school bus shall, while carrying passengers, have its headlights turned on.

**2a.** All pupils shall be received and discharged from the right front entrance of every school bus and if said pupils must cross the highway, they shall be required to pass in front of the bus, look in both directions, and proceed to cross the highway only on signal from the bus driver.

**3a.** The driver of a vehicle, including the driver of a vehicle operating on a private road or driveway, when meeting a school bus with flashing amber warning lamps shall reduce the vehicle's speed to not more than twenty miles per hour, and shall bring the vehicle to a complete stop when the school bus stops and the stop signal arm is extended. The vehicle shall remain stopped until the stop signal arm is retracted after which time the driver may proceed with due caution.

**3b.** The driver of a vehicle, including the driver of a vehicle operating on a private road or driveway, overtaking a school bus shall not pass a school bus when red or amber warning signal lights are flashing. The driver shall bring the vehicle to a complete stop no closer than fifteen feet from the school bus when it is stopped and the stop arm is extended, and the vehicle shall remain stopped until the stop arm is retracted and the school bus resumes motion.

**4a.** The driver of a vehicle upon a highway providing two or more lanes in each direction need not stop upon meeting a school bus which is traveling in the opposite direction even though the school bus is stopped.

**5a.** The driver of a school bus who commits a violation of subsection 1 or 2 is guilty of a simple misdemeanor punishable as a scheduled violation under section 805.8A, subsection 10.

**5b.** A person convicted of a violation of subsection 3 is subject to the following:

(1) For a first offense under subsection 3, the person is guilty of a simple misdemeanor punishable by a fine of at least two hundred fifty dollars but not more than six hundred seventy-five dollars or by imprisonment for not more than thirty days, or by both.

(2) For a second or subsequent offense under subsection 3, the person is guilty of a serious misdemeanor.

### **Railroad Crossing**

**1.** When a person driving a vehicle approaches a railroad grade crossing and warning is given by automatic signal, crossing gates, a flag person, or otherwise of the immediate approach of a railroad train or railroad track equipment, the driver of the vehicle shall stop the vehicle within fifty feet but not less than fifteen feet from the nearest rail and shall not proceed until the driver can do so safely.

**2.** The driver of a vehicle shall stop the vehicle and the vehicle shall remain standing and not traverse such a grade crossing when a crossing gate is lowered or when a human flagman gives or continues to give a signal of the approach or passage of a railroad train or railroad track equipment.

### **Certain vehicles must stop**

**1.** The driver of a motor vehicle carrying passengers for hire, a school bus, or a vehicle carrying hazardous material and required to stop before driving across a railroad track by motor carrier safety rules adopted under section 321.449, before driving across at grade any track of a railroad, shall stop the vehicle within fifty feet but not less than fifteen feet from the nearest rail. While stopped, the driver shall listen and look in both directions for an approaching railroad train or railroad track equipment, and for signals indicating the approach of a railroad train or railroad track equipment, and shall not proceed until the driver can do so safely.

2. The driver of a commercial motor vehicle shall comply with all of the following provisions that apply to the driver:

a. If the driver is not always required to stop at a railroad crossing, slow down when approaching the crossing and check that the railroad tracks are clear of an approaching railroad train or railroad track equipment before proceeding.

b. If the driver is not always required to stop at a railroad crossing, stop before reaching the crossing if the railroad tracks are not clear.

c. Refrain from proceeding through a railroad crossing if sufficient space is not available to drive completely through the crossing without stopping.

d. Obey a traffic-control device or the directions of an enforcement official at a railroad crossing.

e. Have sufficient undercarriage clearance before negotiating a railroad crossing.

3. No stop need be made at a crossing where a peace officer or a traffic-control device directs traffic to proceed. No stop need be made at a crossing designated by an "exempt" sign. An "exempt" sign shall be posted only where the tracks have been partially removed on either side of the roadway.

#### **Signals by hand and arm or signal device**

1. If the hand and arm as provided in section 321.318, or by a mechanical or electrical directional signal device or light conforming to the provisions of this chapter.

2. Directional signal devices shall be designed with a white, yellow or amber lamp or lamps to be displayed on the front of vehicles and with a lamp or lamps of red, yellow or amber to be displayed on the rear of vehicles. Such devices shall be capable of clearly indicating any intention to turn either to the right or to the left and shall be visible and understandable during both daylight and darkness from a distance of at least one hundred feet from the front and rear of a vehicle equipped therewith.

3. It is unlawful for any person to sell or offer for sale or operate on the highways of the state any vehicle subject to registration under the provisions of this chapter which has never been registered in this or any other state prior to January 1, 1954, unless the vehicle is equipped with a directional signal device of a type in compliance with the provisions of subsection 2. Motorcycles, motorized bicycles, and semi trailers and trailers less than forty inches in width are exempt from the provisions of this section.

4. When a vehicle is equipped with a directional signal device, such device shall at all times be maintained in good working condition. No directional signal device shall project a glaring or dazzling light. All directional signal devices shall be self-illuminated when in use while other lamps on the vehicle are lighted.

5. Whenever any vehicle or combination of vehicles is disabled or for other reason may present a vehicular traffic hazard requiring unusual care in approaching, overtaking or passing, the operator then may display on the vehicle or combination of vehicles four directional signals of a type complying with the provisions of this section relating to directional signal devices in simultaneous operation.

### **Strobe light- Requirement and Use:**

Rules prescribed for school buses shall provide standards for structural strength, materials, and insulation of the school bus body; color; seat and aisle arrangement; dimension and construction of service door; control of the front door or doors; emergency door and its location and construction; windows; roof ventilators; heaters; location, filling, and draining of the fuel tank; bumpers and how they shall be attached to the bus; lettering and identification of the bus; stop signal arm; warning lights and flashing lights.

### **Pre-trip Vehicle inspections**

Before operating the vehicle, the driver must inspect the vehicle and be satisfied that it is in safe operating condition. If the last vehicle inspection report notes any deficiencies, the driver must review and sign to acknowledge and certify that the required repairs were made.

### **Vehicle Operations**

1. No vehicle shall be turned so as to proceed in the opposite direction upon any curve, or upon the approach to, or near the crest of a grade or hill, where such vehicle cannot be seen by the driver of any other vehicle approaching from either direction within five hundred feet.

2. Signal of intention to turn right or left shall be given continuously during not less than the last one hundred feet traveled by the vehicle before turning when the speed limit is forty-five miles per hour or less and a continuous signal during not less than the last three hundred feet when the speed limit is in excess of forty-five miles per hour.

3. A person shall not cause a vehicle to be moved in a backward direction on a highway unless and until the vehicle can be backed with reasonable safety, and shall yield the right-of-way to any approaching vehicle on the highway or an intersecting highway which is so close as to constitute an immediate hazard.

## **Right of Way**

1. When two vehicles enter an intersection from different highways or public streets at approximately the same time, the driver of the vehicle on the left shall yield the right-of-way to the vehicle on the right.
2. The driver of a vehicle intending to turn to the left within an intersection or into an alley, private road, or driveway shall yield the right-of-way to all vehicles approaching from the opposite direction which are within the intersection or so close thereto as to constitute an immediate hazard, then said driver, having so yielded and having given a signal when and as required by this chapter, may make such left turn.
3. The driver of a vehicle shall stop or yield as required by this chapter at the entrance to a through highway and shall yield the right-of-way to other vehicles which have entered the intersection from said through highway or which are approaching so closely on said through highway as to constitute a hazard, but said driver having so yielded may proceed cautiously and with due care enter said through highway.
4. Where traffic-control signals are not in place or in operation the driver of a vehicle shall yield the right-of-way, slowing down or stopping if need be to so yield, to a pedestrian crossing the roadway within any marked crosswalk or within any unmarked crosswalk at an intersection
5. Notwithstanding the provisions of section 321.328 every driver of a vehicle shall exercise due care to avoid colliding with any pedestrian upon any roadway and shall give warning by sounding the horn when necessary and shall exercise due care upon observing any child or any confused or incapacitated person upon a roadway.
6. Every driver of a vehicle shall yield the right-of-way to pedestrian workers engaged in maintenance or construction work on a highway whenever the driver is notified of the presence of such workers by a flagman or a warning sign.

## **Bully/Harassment Information**

### **What Is Bullying**

Bullying is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time.

In order to be considered bullying, the behavior must be aggressive and include:

- An Imbalance of Power: Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.
- Repetition: Bullying behaviors happen more than once or have the potential to happen more than once.

Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose.

### **Where and When Bullying Happens**

Bullying can occur during or after school hours. While most reported bullying happens in the school building, a significant percentage also happens in places like on the playground or the bus. It can also happen travelling to or from school.

When adults respond quickly and consistently to bullying behavior they send the message that it is not acceptable. Research shows this can stop bullying behavior over time. There are simple steps adults can take to stop bullying on the spot and keep kids safe.

### **How to Intervene:**

#### **Do:**

- Intervene immediately. It is ok to get another adult to help.
- Separate the kids involved.
- Make sure everyone is safe.
- Meet any immediate medical or mental health needs.
- Stay calm. Reassure the kids involved, including bystanders.
- Model respectful behavior when you intervene.

**Avoid these common mistakes:**

- Don't ignore it. Don't think kids can work it out without adult help.
- Don't immediately try to sort out the facts.
- Don't force other kids to say publicly what they saw.
- Don't question the children involved in front of other kids.
- Don't talk to the kids involved together, only separately.
- Don't make the kids involved apologize or patch up relations on the spot.

## **CORPORAL PUNISHMENT BAN; RESTRAINT; PHYSICAL CONFINEMENT AND DETENTION**

281—103.1(256B,280) **Purpose.** In conjunction with Iowa Code section 280.21, the purpose of this chapter is to define and exemplify generally the limitations placed on employees of public schools, accredited nonpublic schools, and area education agencies in applying physical contact or force to enrolled students, and to require that any such force or contact is reasonable and necessary under the circumstances. These rules also provide requirements for administrators and staff of public schools, accredited nonpublic schools, and area education agencies regarding the use of physical restraints and physical confinement and detention. The applicability of this chapter to physical restraint or physical confinement and detention does not depend on the terminology employed by the organization to describe physical restraint or physical confinement and detention. 281—103.2(256B,280) **Ban on corporal punishment.** An employee of a public school district, accredited nonpublic school, or area education agency shall not inflict, or cause to be inflicted, corporal punishment upon a student. “Corporal punishment” is defined to mean the intentional physical punishment of a student. It includes the use of unreasonable or unnecessary physical force, or physical contact made with the intent to harm or cause pain. 281—103.3(256B,280)

**Exclusions.** Corporal punishment does not include the following: 1. Verbal recrimination or chastisement directed toward a student; 2. Reasonable requests or requirements of a student engaged in activities associated with physical education class or extracurricular athletics; 3. Actions consistent with and included in an individualized education program developed under the Individuals with Disabilities Education Act, as reauthorized, Iowa Code chapter 256B, and 281—Chapter 41; however, under no circumstance shall an individualized education program violate the provisions of this chapter; 4. Reasonable periods of detention, not in excess of school hours, or brief periods of before and after-school detention, in a seat, classroom or other part of a school facility, unless the detention is accomplished by the use of material restraints applied to the person. If detention meets this chapter’s definition of “physical confinement and detention,” the provisions of this chapter on physical confinement and



detention must be followed. For purposes of this chapter, material restraints do not include devices, objects, or techniques required or ordered for reasons of safety (e.g., safety harnesses on school buses) or for therapeutic or medical treatment (e.g., devices used for physical or occupational therapy), provided those devices, objects, or techniques are so used, and used for no other purpose; 5. Actions by an employee subject to these rules toward a person who is not a student of the school or receiving the services of an area education agency employing or utilizing the services of the employee. 281—103.4(256B,280) Exceptions and privileges. Notwithstanding rule 103.2(256B,280), no employee subject to these rules is prohibited from: 1. Using reasonable and necessary force, not designed or intended to cause pain, in order to accomplish any of the following: • To quell a disturbance or prevent an act that threatens physical harm to any person. • To obtain possession of a weapon or other dangerous object within a pupil's control. • For the purposes of self-defense or defense of others as provided for in Iowa Code section 704.3. • For the protection of property as provided for in Iowa Code section 704.4 or 704.5. • To remove a disruptive pupil from class or any area of school premises, or from school-sponsored activities off school premises. • To prevent a student from the self-infliction of harm. • To protect the safety of others. 2. Using incidental, minor, or reasonable physical contact to maintain order and control. Ch 103, p.2 Education[281] IAC 2/23/11 An employee subject to these rules is not privileged to use unreasonable force to accomplish any of the purposes listed above. 281—103.5(256B,280)

**Reasonable Force.** In determining the reasonableness of the physical force used by a school employee, the following factors shall be applied: 1. The size and physical, mental, and psychological condition of the student; 2. The nature of the student's behavior or misconduct provoking the use of physical force; 3. The instrumentality used in applying the physical force; 4. The extent and nature of resulting injury to the student, if any; 5. The motivation of the school employee using physical force. Reasonable physical force, privileged at its inception, does not lose its privileged status by reasons of an injury to the student, not reasonably foreseeable or otherwise caused by intervening acts of another, including the student. 281—103.6(256B,280) Physical confinement and detention.

**Minimum Mandatory Procedures:** If a student is physically confined and detained in a portion of a school facility, the following conditions shall be observed. For the purposes of this chapter, “physical confinement and detention” means the confinement of a student in a time-out room or some other enclosure, whether within or outside the classroom, from which the student’s egress is restricted.

1. The area of confinement and detention shall be of reasonable dimensions, and shall be free from hazards and dangerous objects or instruments, considering the age, size, and physical and mental condition of the student subject to confinement and detention;
2. There shall be sufficient light and adequate ventilation for human habitation;
3. A comfortable temperature shall be maintained, consistent with the facility that includes the confinement and detention area;
4. Reasonable break periods shall be afforded the student to attend to bodily needs. However, sleep shall not be considered a “bodily need” for purposes of this subrule;
5. The period of detention and confinement is reasonable, considering the age, size, and physical and mental condition of the student subject to confinement and detention, and not in excess of the hours in a school day as defined by local board policy or rule; however, reasonable periods of before- and after-school detention are permissible. If a period of physical confinement and detention exceeds the shorter of 60 minutes or the school’s typical class period, staff members shall evaluate the continued need for physical confinement and detention, shall obtain administrator (or designee) approval for any continued confinement and detention, and shall comply with any administrator (or designee) directives concerning any continued confinement and detention;
6. Adequate and continuous adult supervision is provided;
7. Material restraints applied to the person are not used to effect confinement;
8. If a room or enclosure used for physical confinement and detention has a locking mechanism, such room and mechanism shall comply with all applicable building code requirements and the following additional requirements:
  - If a locking mechanism is used, it shall be constructed so it will engage only when a handle, knob, or other device is held in position by a person, unless the mechanism is electrically or electronically controlled and automatically releases when the building’s fire alarm system is activated, the building’s severe weather warning system is activated, or electrical power to the mechanism is interrupted.
  - When the locking mechanism is released, the door must be

able to be readily opened from the inside. • If a locking mechanism requires a handle, knob, or other device to be held in position by a person before the mechanism is engaged, no person shall take any action, or cause such action to be taken, or employ any object, device, or instrument, or cause such to be employed, that disables the handle, knob, or other device such that the locking mechanism engages or remains engaged without the handle, knob, or other device being held in position by a person.

#### **RECAP:**

- 1. Remember, Safety First**
- 2. Your Safety**
- 3. The Safety of the Students and Others**
- 4. Certain Things to Remember**
  - The Student's Condition (age, physical condition, presence of weapon)
  - Control of the Student (immobilization of the student, but only to the extent necessary)
  - Protection of the Student (avoid actions that threaten the student's health and safety)

## DRUG AND ALCOHOL TESTING PROGRAM

Employees who operate school vehicles are subject to drug and alcohol testing if a commercial driver's license is required to operate the school vehicle and the school vehicle transports sixteen or more persons including the driver or the school vehicle weighs twenty-six thousand one pounds or more. For purposes of the drug and alcohol testing program, the term "employees" includes applicants who have been offered a position to operate a school vehicle. The employees operating a school vehicle as described above are subject to pre-employment drug testing and random, reasonable suspicion and post-accident drug and alcohol testing. Employees operating school vehicles will not perform a safety-sensitive function within four hours of using alcohol. Employees governed by this policy are subject to the drug and alcohol testing program beginning the first day they operate or are offered a position to operate school vehicles and continue to be subject to the drug and alcohol testing program as long as they may be required to perform a safety-sensitive function as it is defined in the administrative regulations. Employees with questions about the drug and alcohol testing program may contact the school district business official at the central office.. Employees who violate the terms of this policy may be subject to discipline up to and including termination. Employees who violate this policy bear the personal and financial responsibility, as a condition of continued employment, to successfully participate in a substance abuse evaluation and a substance abuse treatment program recommended by the substance abuse professional. Employees who fail to or refuse to successfully participate in a substance abuse evaluation or recommended substance abuse treatment program may be subject to discipline up to and including termination. It is the responsibility of the superintendent to develop administrative regulations to implement this policy in compliance with the law. The superintendent will inform applicants of the requirement for drug and alcohol testing in notices or advertisements for employment. The superintendent will also be responsible for publication and dissemination of this policy and supporting administrative regulations and forms to employees operating school vehicles. The superintendent will also oversee a substance-free awareness program to educate employees about the dangers of substance abuse and notify them of available substance abuse treatment resources and programs. IASB Drug and Alcohol Testing Program (IDATP) Web site:

[https://www.ia-sb.org/Main/Affiliated\\_Programs/Iowa\\_Drug\\_Alcohol\\_Testing\\_Program.a.spx](https://www.ia-sb.org/Main/Affiliated_Programs/Iowa_Drug_Alcohol_Testing_Program.a.spx). © IASB POLICY REFERENCE MANUAL Legal Reference: American Trucking Association, Inc., v. Federal Highway Administration, 51 Fed. 3rd 405 Cir. (4th 1995). 49 U.S.C. §§ 5331 et seq. 42 U.S.C. §§ 12101. 41 U.S.C. §§ 81. 49 C.F.R. Pt. 40; 382; 39. 34 C.F.R. Pt. 85. Local 301, Internat'l Assoc. of Fire Fighters, AFL-CIO, and City of Burlington, PERB No. 3876 (3-26-91). Iowa Code §§ 124; 279.8; 321.375(2); 730.5. Cross Reference: 403.5 Substance-Free Workplace 409.2 Licensed Employee Personal Illness Leave 414.2 Classified Employee Personal Illness Leave Approved 5/18/2020 Reviewed Revised \_\_\_\_\_ © IASB POLICY REFERENCE MANUAL Code No. 403.6E1 Page 1 of 2 DRUG AND ALCOHOL TESTING PROGRAM NOTICE TO EMPLOYEES EMPLOYEES GOVERNED BY THE DRUG AND ALCOHOL TESTING POLICY ARE HEREBY NOTIFIED they are subject to the school district's drug and alcohol testing program for pre-employment drug testing and random, reasonable suspicion and post-accident drug and alcohol testing as outlined in the Drug and

Alcohol Testing Program policy, its supporting documents and the law. Employees who operate school vehicles are subject to drug and alcohol testing if a commercial driver's license is required to operate the school vehicle and the school vehicle transports sixteen or more persons including the driver or the school vehicle weighs twenty-six thousand, one pounds or more. For purposes of the drug and alcohol testing program, "employees" also includes applicants who have been offered a position to operate a school vehicle. The employees operating a school vehicle are subject to the drug and alcohol testing program beginning the first day they operate or are offered a position to operate a school vehicle and continue to be subject to the drug and alcohol testing program. It is the responsibility of the superintendent to inform employees of the drug and alcohol testing program requirements. Employees with questions regarding the drug and alcohol testing requirements will contact the school district contact person.

EMPLOYEES GOVERNED BY THE DRUG AND ALCOHOL TESTING POLICY ARE FURTHER NOTIFIED that employees violating this policy, its supporting documents or the law may be subject to discipline up to and including termination. EMPLOYEES GOVERNED BY THE DRUG AND ALCOHOL TESTING POLICY ARE FURTHER NOTIFIED that information related to drug or alcohol violations will be reported to the Federal Motor Carrier Safety Administration (FMCSA) Clearinghouse. EMPLOYEES GOVERNED BY THE DRUG AND ALCOHOL TESTING POLICY ARE FURTHER NOTIFIED it is a condition of their continued employment to comply with the Drug and Alcohol Testing Program policy, its supporting documents and the law. It is a condition of continued employment for employees operating a school vehicle to notify their supervisor of any prescription medication they are using. Drug and alcohol testing records about a driver are confidential and are released in accordance with this policy, its supporting documents or the law. EMPLOYEES GOVERNED BY THE DRUG AND ALCOHOL TESTING POLICY ARE FURTHER NOTIFIED that employees violating this policy, its supporting documents or the law may be subject to discipline up to and including termination. As a condition of continued employment, employees violating this policy, its supporting documents or the law bear the personal and financial responsibility, as a condition of continued employment, to successfully participate in a substance abuse evaluation and, a substance abuse treatment program recommended by the substance abuse professional. Employees required to participate in and who fail to or refuse to successfully participate in a substance abuse evaluation or recommended substance abuse treatment program may be subject to discipline up to and including termination.

**DRUG & ALCOHOL PROGRAM AND PRE-EMPLOYMENT TESTING**

**ACKNOWLEDGMENT FORM**

I, ( Name of Employee ), have received a copy, read and understand the Drug and Alcohol Testing Program policy of the \_\_\_\_\_ School District and its supporting documents. I understand that if I violate the Drug and Alcohol Testing Program policy, its supporting documents or the law, I may be subject to discipline up to and including termination. I also understand that I must inform my supervisor of any prescription medication I use. In addition, I have received a copy of the U.S. DOT publication, "What Employees Need to Know about DOT Drug & Alcohol Testing," and have read and understood its contents. Furthermore, I know and understand that I am required to submit to a controlled substance (drug) test, the results of which must be received by this employer before being employed by the school district and before being allowed to perform a safety-sensitive function. I also understand that if the results of the pre-employment test are positive, that I will not be considered further for employment with the school district. I further understand that drug and alcohol testing records and information about me are confidential, and may be released at my request or in accordance with the district's drug and alcohol testing program policy, its supporting documents or the law.

Employee Signature \_\_\_\_\_

Date \_\_\_\_\_

Driver: <b>Mike Burkle</b> (563-920-4452)	AM	PM
<b>Bus # 1-22</b>		
1. <b>Janice Bildstein</b> (563-590-1154) Henry (1)	7:03	4:07
2. <b>Mitch and Jenny Ronnebaum</b> (920-4356) Haley(11) Bianca (10) Braden (8)	7:04	4:06
3. <b>Troy and Sara Nefzger</b> (563-543-3314) Tenley (4) Tate(2)	7:07	4:03
4. <b>Scott and Kendra Langel</b> (319-361-1334) Teagan (7) Anniston (5)	7:09	4:01
5. <b>Al and Patti Otting</b> (563-543-9752) Kayla (11) Nicholas (10) Nathan (7)	7:11	3:57
6. <b>Mike and Sara Steines</b> (563-581-5564) Oliver (9) Henry (2)	7:13	3:57
7. <b>Joe and Linda Goldsmith</b> (920-9384) Brylee Werner(4) Brant Werner (2) Braelyn Werner (1) Evie Burke (2) Ryan Dunne (1) Weston Lueck (3) Hayley Lehman (3) Jase Lehman (3) Carter Klein Liliana Dunne (ps) PM Ella Burke (PS) Abigail Funke (PS) Lane Lueck (PS)	7:16	3:54
8. <b>Brian and Shannon Goldsmith</b> (608-9575) Ava (10) Evan (5)	7:20	3:50
9. <b>Chad and Cara Paris</b> (563-608-1198) Camryn (8) Zane (4) Eva (1) Mary (PS)	7:24	3:46
10. <b>Phil and Vicki Ries</b> (920-3381) Caden (10) Natalie (8)	7:24	3:46
11. <b>Matt and Heather Erickson</b> (563-451-3779) Amelia (1) Augustus (1)	7:24	3:46
12. <b>Jeff and Emily Domeyer</b> (319-310-6719) Mason (7) Maverick (5) Madden (4)	7:26	3:44

13. **St. Joe's Day Care** (923-2068) **7:29 3:42**  
Autumn Wiskus(3) Bentley Hill(3) Mahala Lahr(3) Aubrie Zirtzman(3) Abbie Klima (4)  
Hailey Klima(1) Lucas Salow(3) Lane Trenkamp(5) Landon Trenkamp(5) Elsie Trenkamp(4)  
Winston Trenkamp(1) Harmonie Ries (6) Makenah Zirtzman(4) Lynnden Rawson(5)  
Aleeda Schilling (5) Lukas Roling (3) Payton Ritze(5)  
Hailey Ritze(1) Bradley Perry (2) Carlee Perry(2) Ella Perry(1) Delia McCormack (4)  
JJ McCormack (1) Liam Fuller(k) Bentley Kraus(3) Brant Kraus (1) Cloie Stodalka (4)  
Elliot Sawyer (4) Emily Conrad (4)  
Malea Herrick (k) Elliott Sawyer (1) Ava Schlichte(1) Payton Hunt (ps) Maddox Klaren (PS)  
Jayda O'Dell-Ries (PS) Ryanne Sawyer (PS) Lincoln Snyder (ps) Ruby Mardensen(PS)

14. **Mark and Cindy Mensen** (563-923-2925) **7:32 3:40**  
Sadie Arnold (5) Cam Arnold(2) Mace Arnold (k) Chesney Rude(4)  
Payton Rude (1) Jayden Schwandt(8) Joseph Conrad(2) Eva Mensen(7)  
Jacob Mack (k)  
Brody Orr (k) Emily Conrad (k)

15. **Jon Burbridge**(920-6514) **PM DROP ONLY** **NO 3:25**  
Taryn(9) Audra (7) Quinn (5) Lyza (2)

16. **Chad Hillers** (563-920-5508) **PM DROP ONLY** **NO 3:25**  
Jade (8 ) Collin (6) Connor (3)

**AM & PM EARLVILLE SHUTTLE- AM LEAVE DELHI 8AM/PM LEAVE EARLVILLE 3PM**



Bus Driver: <b>Mark Smith</b>	<b>AM</b>	<b>PM</b>
<b>Bus # 1-21</b>		
<b>1. Trent Bradley</b> (Cindy Hogan 319-930-2805) Athena (6)	<b>6:37</b>	<b>3:41</b>
<b>2. Josh and Laura Holtz</b> (920-0310) Avery (12) Anderson (9) Ava (6)	<b>6:40</b>	<b>3:47</b>
<b>3. Nick and Alex Eike</b> (319-360-2051) Brady (10) Cheyenne (8) Sierra (6) No AM pickup	<b>6:43</b>	<b>3:50</b>
<b>4. Mitch and Jess Conrad</b> (563-608-4700) Hudson (k)	<b>6:48</b>	<b>3:55</b>
<b>5. Ashley Ritter</b> (608-0697) Brayden Bjorkgren (10) Sierra Bjorkgren (3) Jack Bjorkgren(2)	<b>6:52</b>	<b>3:58</b>
<b>6. Tim and Jessica Recker</b> (563-920-3165) Ruby (8) Maggie(6) Leah(2)	<b>6:57</b>	<b>4:03</b>
<b>7. Chad and Rachel Bonert</b> (319-533-3719) Addie (8), Aubrey(4) Ava(1)	<b>7:00</b>	<b>4:06</b>
<b>8. Jess and Stephanie Thompson</b> (608-6533) Kipton (7) Breckyn (2)	<b>7:03</b>	<b>4:10</b>
<b>9. Brian and Noel LeClere</b> (319-560-1008) Elijah Maples (10) Carter LeClere (8) Jazmyn LeClere (3)	<b>7:04</b>	<b>4:11</b>
<b>10. Ryan and Katie Moriarty</b> (563-920-1390) Ryleigh(7) Aden (3) Dane (3) William Krapfl (6) Marion Krapfl (4)	<b>7:05</b>	<b>4:12</b>
<b>11. Nick and Nicole Wilson</b> (920-4540) Payton (5) Clay (2)	<b>7:07</b>	<b>4:14</b>
<b>12. Nick and Lisa Smith</b> (926-2521) Maya (9) Owen (7)	<b>7:11</b>	<b>4:18</b>
<b>13. R. Flannagan</b> (319-480-7090) Haydin (8) Harper (5)	<b>7:13</b>	<b>4:16</b>
<b>14. Duane and Christy Hogan</b> (563-922-9026) Brooke (12) Allison (11) Skyelar (2)	<b>7:14</b>	<b>4:19</b>

15. <b>Jason and Laura Begle</b> (563-581-0976)	<b>7:16</b>	<b>4:20</b>
Olivia (7) Makayla (4) Sophie (K)		
16. <b>Mike and Ericia Lanning</b> (920-0301)	<b>7:18</b>	<b>4:22</b>
Peyton (6) Camdyn (4)		
17. <b>Tony Wilson</b> (563-543-2387)	<b>7:21</b>	<b>4:25</b>
Aubrie Hofland (9)		
18. <b>John and Fanny Yoder</b> (563-929-6556)	<b>7:26</b>	<b>3:35</b>
Rachel (3)		
19. <b>Beau and Ann Mead</b> (641-330-6293)	<b>7:31</b>	<b>3:31</b>
Alaina (8) Miles (5) Eli (3)		
20. <b>Haley Helle</b> (319-558-6057)	<b>7:31</b>	<b>3:31</b>
Eden (2) Georgia (3)		
21. <b>Jeff and Tiersa Frasher</b> (563-543-0575)	<b>7:31</b>	<b>3:31</b>
Landin (12) Brendin (10) Aiden (7)		
22. <b>Brian and Jacqueline Lahey</b> (319-221-7805) Bridge Stop	<b>7:32</b>	<b>3:35</b>
Nolan (6) Kellen (4)		
22. <b>Matt and Kelly Pasker</b> (319-241-8916) Bridge Stop	<b>7:32</b>	<b>3:35</b>
Rowan (5) Ian (PS) Emmarie (K)		
24. <b>Mitch and Emily Tanner</b> (319-269-6665)	<b>7:34</b>	<b>3:33</b>
Letti (1)		
25. <b>Sandy Bockenstedt Daycare</b>	<b>7:36</b>	<b>3:31</b>
Colt Wilson (PS)		

Bus Driver: <b>Craig Wilson</b>	<b>AM</b>	<b>PM</b>
<b>Bus # 1-17</b>		
1. <b>Chad and Tracy Beitz</b> (319-480-2541) Joellen (10) Cole (7)	<b>6:50</b>	<b>4:12</b>
2. <b>Ben Lansing</b> (608-5870) Wyatt (7)	<b>6:55</b>	<b>4:06</b>
3. <b>Jay Nurre</b> (563-920-9516) Lily (4)	<b>NO</b>	<b>4:02</b>
4. <b>Cory and Mandy Pasker</b> (920-3100) Owen (5) Reid (3) Dane (K)	<b>7:00</b>	<b>NO</b>
5. <b>Tiffany Wulfekuhle</b> (563-380-7033) Jayda (K) <b>AM PICK UP ( TUES, THURS DROP)</b>	<b>7:05</b>	<b>4:00</b>
6. <b>Dan and Shawna Beitz</b> (319-480-2861) Nathan (10) Tyler (5)	<b>7:11</b>	<b>3:58</b>
7. <b>William and Amelia Krapfl</b> (608-2668) Billy (6) Marion (4) Daniel (1)	<b>7:16</b>	<b>3:54</b>
8. <b>David and Jennifer Zumbach</b> (563-580-8852) Karl (6) William (4) Anna (3) Neal (1)	<b>7:18</b>	<b>3:54</b>
9. <b>Jill Crowley</b> (319-480-4371) Chantel (11) Ethan (6)	<b>7:20</b>	<b>3:49</b>
10. <b>Dusty Schnittjer</b> (920-5209) Michael (11) Jackson (9) Luke (2)	<b>7:25</b>	<b>3:44</b>
11. <b>Derek and Julie Porter</b> (319-480-3159) Allison (6) Mallory (5)	<b>7:30</b>	<b>3:42</b>
12. <b>Rick and Cheryl Dietiker</b> (319-310-7743) Dexter (9) Trish (9)	<b>7:30</b>	<b>3:39</b>

13. **Lisa Yonkovic** (608-1237) **7:32 3:37**

Taylor Bacon (3) Bryce Vaske (8) Bevin Vaske (5) Charlotte Ludovissy (6)

Jocelyn Ludovissy (3) Claire Ludovissy (K) Sophia Lange (K) Kaylee Lange (2)

Maya Lange (K) Alaina Leytem (8) Jace Leytem (6)

Taylor Lansing(5)-Wed only Beau Bacon (PS) Skyla Digman (PS)

14. **Steve and Julie Davis** (920-1665) **7:33 3:36**

Brady (11) Clayton (8)

**On Shuttle from Hopkinton to Delhi**

1. **Brian and Emily Ludovissy** (563-880-4565) **7:43 3:20**

Charlotte (6) Claire (1) Jocelyn (4)

**Shane Leytem** (920-7147) **7:45 3:22**

Keira (11) Zackary (9) Amalia (4)

**Mike Freeze** (608-6623) **no 3:30**

Colin (2)

Bus Driver: <b>Joe Hoeger</b> (563-920-4233)	<b>AM</b>	<b>PM</b>
Bus Number: 1-19		
<b>1. Derek and Jennifer Hoisington</b> (563-608-4335)	<b>6:45</b>	<b>4:19</b>
Breece (8) Brylin(6) Brenek(3) Aubrey (2) Cooper Herman(1) Gunner (PS)		
<b>2. John and Jodi LeGassick</b> (608-852-2846)	<b>6:47</b>	<b>4:17</b>
Jena (12) Jaxson(8) Jefferson(7)		
<b>3. Ryan and Alexa Weber</b> (515-825-7472)	<b>6:49</b>	<b>4:15</b>
Suzie (1)		
<b>4. Tyler Cole</b> (563-608-6906)	<b>6:50</b>	<b>4:14</b>
Ava (9)		
<b>5. Jeff and Rhonda Hoefler</b> (563-920-3892)	<b>6:53</b>	<b>4:11</b>
Rachel(9) Jena(6) Jaron (5)		
<b>6. Ken and Renee Davidshofer</b> (Dana mom 563-608-3687)	<b>6:55</b>	<b>4:11</b>
Payton (5) Hailey (1)		
<b>7. Brad and Rachel Engelken</b> (563-920-6715)	<b>6:59</b>	<b>4:09</b>
Kyle(8) Kael(7) Kade(2)		
<b>8. Bill and Heather Ries</b> (563-920-2171)	<b>7:00</b>	<b>4:08</b>
Parker (11) Alexa(9) Brody(5) Casey(2)U		
<b>9. Stanetta Wrisley</b> (563-822-0345)	<b>7:01</b>	<b>4:08</b>
Tristan (11)		
<b>10. Seth and Kristi Shaffer</b> (563-880-0206)	<b>7:02</b>	<b>4:05</b>
Elizabeth(5) Drake(2)		
<b>11. Bridget Dugan</b> (563-880-7887)	<b>7:03</b>	<b>4:02</b>
Beau White (5)		
<b>12. Amanda Olsen</b> (563-608-0894)	<b>7:04</b>	<b>4:00</b>
Jayden Schmitt (8)		
<b>13. Grant and Jessica Troester</b> (563-929-1015)	<b>7:07</b>	<b>3:58</b>
Tisha (4)		
<b>14. Mike and Becky Knipper</b> (563-543-4723)	<b>7:12</b>	<b>3:53</b>
Erin(12) Dylan(8)		

- |   |             |             |
|---|-------------|-------------|
| <b>15. Luke and Dawn Knipper</b> (563-920-2683)<br>Blake(5) Trent (2)   | <b>7:15</b> | <b>3:50</b> |
| <b>16. Curt and Sarah Honkomp</b> (563-599-9934)<br>Nolan(9) Griffin(8) Linkin(4) Aspen(1)                                | <b>7:18</b> | <b>3:47</b> |
| <b>17. Chris Wuchter</b> (563-920-4489) ( <b>Kayla Pritchard</b> )<br>Carter Hanson (9) Livi Wutcher (4) Faith Juengel(3) | <b>7:24</b> | <b>3:40</b> |
| <b>18. Marty and Shawna Pottebaum</b> (563-599-9751)<br>Arianna (1) Grant (2) Amaya (ps)                                  | <b>7:27</b> | <b>3:37</b> |
| <b>19. Sara Richter</b> (319-550-0986)<br>Rowan James(11) Ian James(7)  | <b>7:29</b> | <b>3:35</b> |
| <b>20. Craig and Beth Shulte</b> (563-920-9587)<br>Alison(7) Cooper(5)  | <b>7:30</b> | <b>3:34</b> |
| <b>21. Adam and Amy Hendricks</b> (563-451-4563)<br>Aksel(1) Averie(4)  | <b>7:28</b> | <b>3:32</b> |
| <b>22. Joe and Stacey Schollmeyer</b> (563-542-2945)<br>Vincent(7) William(7) Jackson(4)                                  | <b>7:32</b> | <b>3:30</b> |
| <b>23. Kevin and Melissa Nieman</b> (563-451-2093)<br>Abby (7) Derek (2) Violet (PS)                                      | <b>7:50</b> | <b>3:25</b> |

Bus Driver: **Tom McAreavy** (608-3357)

**AM PM**

Bus Number: **1-16**

- |  |             |             |
|--|-------------|-------------|
| 1. <b>Aubrie Cummer</b> (563-599-6646)<br>Kobe Bolsinger (2)   | <b>6:50</b> | <b>4:10</b> |
| 1. <b>Adam and Angie Feldmann</b> (319-480-2201)<br>Anna (6) Addie(4) Ian(1)   | <b>6:55</b> | <b>4:10</b> |
| 2. <b>Tom and Laura Vaske</b> (563-926-2430)<br>Bryce(8) Bevin(5)  | <b>7:05</b> | <b>3:52</b> |
| 3. <b>Nick and Tracey Reicher</b> (563-543-5036)<br>Leah(10) Ella(8)   | <b>NO</b>   | <b>3:56</b> |
| 4. <b>Mark and Jenny Smith</b> (319-480-6044)<br>Shannahan(8) Mary Ellen(6) Ivan(5) Hiler(2)   | <b>7:10</b> | <b>3:51</b> |
| 5. <b>Steve and Crystal Klaren</b> (563-451-8083)<br>Carter(12) Brayden(5) Lincoln (PS)  | <b>7:08</b> | <b>3:48</b> |
| 6. <b>Jamie Gray</b> (563-920-6237)<br>Claira(10) Dominic(7)   | <b>7:14</b> | <b>3:46</b> |
| 7. <b>Nikki Supple</b> (563-608-4959)<br>Cadence(11)<br>Kalyann(9)<br>Meleah(7)<br>Jaxyn Weber(6)<br>Kipton Thompson(7)<br>Breckyn Thompson(2)<br>Alaina Leytem(8)<br>Jace Leytem(6) | <b>7:20</b> | <b>3:40</b> |
| Jackson Schnittjer(9)<br>Luke Schnittjer(2)<br>Bella DeShaw(2)<br>Elsie DeShaw(2)<br>River Kraus(7)<br>Silas Kraus(2)<br>Ellie Simons (ps)   |             |             |

**On PM Route Only**

- |  |           |             |
|--|-----------|-------------|
| 1. <b>Kelly and Kris Bush</b> (319-480-9450)<br>Kody(12) Karson(11) Keirston(11) | <b>NO</b> | <b>3:42</b> |
| 2. <b>Brandy Beaman</b> (563-920-2520)<br>Logan(10) Ryan(8)                      | <b>NO</b> | <b>3:42</b> |

**Pick up with Hopkinton Shuttle on the way to Delhi**

- |  |             |             |
|--|-------------|-------------|
| 1. <b>Shannon Althoff</b> (563-920-6393)       | <b>7:45</b> | <b>3:30</b> |
| Aubrie(7) Emalynn(5)                           |             |             |
| 2. <b>Dan and Amy O'Connell</b> (563-590-1554) | <b>7:52</b> | <b>3:27</b> |
| Payton(11) Olivia (2)                          |             |             |



Bus Driver: **Doug Steger**

**AM PM**

Bus # **2-18**

**Travis and Karla Boeckenstedt (563-599-1234)**

Hailey (4)

**7:00 4:05**

1. **Heidi DuCharme (563-920-5565)**

**7:33 3:49**

Dugan (1)

2. **Keith and Beth Zietlow (319-560-9698) Daily PM**

**NO 3:49**

Natalie (5) Rylie (2)

3. **Ryan and Kristen Kuhns (563-929-6911)**

**7:37 3:47**

Brielle (8)

**Tony and Timbre Greenwood (801-400-2131)**

**7:37 3:47**

Austen (5) Oliver (3) Bronte (2)

4. **Paul Bauers and Amanda Schwager (563-543-0639)**

**7:38 3:45**

Gwen (5) Brooks (PS)

5. **Angie Burr (563-608-4437)**

**7:40 3:43**

Maleah (9) Carly (5) Wesley (3)

**Karie Mihm (563-920-9152) Hickory Lane Pick up**

**7:40 3:43**

Nolan

6. **Aaron Butikofer (563-349-3827)**

**7:41 3:40**

Jaelyn (7) Shelby (1) Reagan (K)

7. **Harold and Jane Mohr (927-4192) (as needed)**

**7:41 3:40**

Harold (11) Derrick (0)

8. **Luke and Jennifer Livingston (319-431-3886)**

**7:41 3:40**

George (11) Henry (7)

9. **Kurt and Jody Hatfield (563-608-2700)**

**7:50 3:35**

Jordan (10) Kourtney (6) Marcus (3)

10. **Jennifer Burlage (563-599-8995)**

**7:52 3:35**

Taylor(4) Josalyn(4)

11. **Diane Sands (563-922-2517)**

**7:50 3:32**

Ashlynn (9) Ryan (6) Dylan (11)

**12. A-1 Storage Office Building - previous Keystone** (area pick up) **7:54 3:30**

Trent Timmer (7) Madison Thompson (9) Easton Tucker (6)

Cora Kelzer (1) Jemma Moenck (5)

Keira Kelzer K) Izabella Moenck(8)

**11. Lauren Robertson** (319-721-1597) **7:56 3:29**

Caylee Boussetlot (7)

Bus Driver: **John Burbridge**

**AM PM**

Bus # **1-11**

**1. Chad and Heather Ries** (563-379-1757)

**7:22 3:38**

Natalie (2)- if not @ Dawne's pick up on way back to Earlville

**2. Dawne Fischer** (920-0204) **Daycare**

**7:25 3:40**

Emmet Kleusner (1)	Brianna Fischer (12)
Alaina Mead (8)	Miles Mead (5)
Eli Mead (3)	Willow Carpenter (4)
Brody Ries (5)	Casey Ries (2)
Kinze Kuhlman (7)	Korbin Kuhlman(2)
Landen Weber (2)	Paisley Halweg (4)
Gabe Halweg (8)	Emma Ries (k)
Lilly Weber (k)	Layla Troester (k)
Michael Fortman (k)	Zander Allen (k)
Lucilia Ostrander (k)	Chloe Kluesner (ps)
Emmet Kluesner (k)	Aria Andrews (PS)

**AM Johnston Shuttle**

**PM Johnston Shuttle**

Leave Earlville 7:45am

leave Earlville 3:00pm

@ Johnston 8:00am

@Johnston 3:15pm

Back @ Earlville 8:15 am

Back @ Earlville 3:30pm

**PM Drop off**

**ST JOES' DAYCARE-** Hopkinton Students

**Mike Freeze**

**7:50 NO**

Colin(2)

Bus Driver: **Mike Hucker (563-920-3276)**

**AM PM**

Bus # **2-15**

1. **Harmony Leppart (563-495-0592)** **6:46 3:38**  
Kein(7) Rory (6)
2. **Zach and Ashley Fischler(608-4550)** **6:48 4:22**  
Keeley(5) Kinzey (2)
3. **Joe and Jen Ries (920-3221)** **6:52 4:20**  
Evelyn (2) Madelyn (1)
4. **Gerald and Lisa Weber (608-1301)** **7:00 4:15**  
McKayla(9)
5. **Lisa Reth (920-1025)** **7:03 4:13**  
Tracy (8) Lacy (10)
6. **Kevin and Jill Hoeger (923-4010)** **7:05 4:12**  
Tyler (9) Morgan (7) Maggie (5) Myra (PS)
7. **Dan and Donna Hoeger (608-1419)** **7:10 4:07**  
Kody (11) Kelsey (10) Kayla (7) Kinley (5) Kessa(K)
8. **Mike and Janet Orcutt (608-2941)** **7:18 3:52**  
Keegan Salow (4) Alison Schulte (7) pm Rylee Reed (7) am  
Averie Hendricks (4) CooperSchulte (5) pm Noxx Lewin (7) pm  
Aksel Hendricks (2) Colt Haas (6) pm Nixon Lewin (3) pm  
Lillian Krapfl (2) Summer Haas(4) pm Case Krapfl (1)  
Case Haas (1)pm Jayden Wulekuhle(k) pm- ( M,W,FRI)  
Kipton Krapfl(k) Brody Beitz (PS)  
Amaya Pottebaum (PS) Kena Murray (PS)
9. **Wade and Tara McShane (563-590-8289)** **7:20 3:53**  
Lance (11) Breanna (8)
10. **Nikki Helmrichs (641-330-0323)** **7:25 3:53**  
Jalyn Ross (10) Kendall Ronnebaum (5) PM  
LandonHelmrichs (6) Bently Ronnebaum (1) PM

- |   |                             |                                   |
|---|-----------------------------|-----------------------------------|
| 11. <b>Travis and Karla Boeckenstedt</b> (923-7206) | <b>7:25</b>                 | <b>3:47</b>                       |
| Sadie (8)   |                             |                                   |
| 12. <b>Tom and Laina Haas</b> (920-1684)            | <b>7:22</b>                 | <b>3:52</b>                       |
| Colt (6) Summer (4) Case (1)                        |                             |                                   |
| 13. <b>Les and Kim Schwandt</b> (929-9230)          | <b>7:24</b>                 | <b>3:50</b>                       |
| Liam Rempt(2)                                       | Cooper Herman (1)           |                                   |
| Lee Rowan (9)                                       | Benson Connolly (4)         | Alaina Connolly (6)               |
| Mason Rowan (7)                                     | Mia Deleon (1)              | Elise Boge (2)                    |
| David Vandepole(7)                                  | Quinn Connolly (1)          | Kamden Salow (1)                  |
| Lucas Salow(3)                                      | Amber Salow (1)             | Marley Wagnor (12)                |
| Kain Krogman (10)                                   | Ian Krogman (9)             | Chase Krogman (8)                 |
| MaKenah Zirtzman (4)                                | Rausch Lammers(8)           | Seth Dugan (8)                    |
| Chloe Dugan (3)                                     | Tucker and Miles Herman (K) |                                   |
| Paxton Boge (PS)                                    | Addilyn Nurre (PS)          | Gracin (6) and Kadence (3) Harris |

**On AM & PM Shuttle from Earlville to Delhi**

- |  |             |             |
|--|-------------|-------------|
| 1. <b>Harmony Leppart</b> (563-495-0592)         | <b>7:40</b> | <b>3:31</b> |
| Kein(7) Rory (6)                                 |             |             |
| <b>Jana Unga</b> (563-929-0236)                  | <b>7:40</b> | <b>3:31</b> |
| Jaelyn (6) Brandon(4) Kaylee (k)                 |             |             |
| 2. <b>Tom Olson</b> (608-6924)                   | <b>7:42</b> | <b>3:30</b> |
| Alen Olson (1) Zaylee Bolsinger (3)              |             |             |
| 3. <b>Mikael and Crystal Haar</b> (563-929-1464) | <b>7:38</b> | <b>3:33</b> |
| Deryk (5) Conner (2)                             |             |             |
| 4. <b>Leon Glew</b> (563-608-1320)               | <b>7:46</b> | <b>3:27</b> |
| Zoey(4) Khloe(7)                                 |             |             |

Bus Driver: **Randy Darrow**

Bus Number: **Special Education Route- Van**

	<b>AM</b>	<b>PM</b>	<b>HOME</b>
1. <b>Crystal Haar</b> (563-929-1464) and <b>Mikael Haar</b> (515-330-9115) <b>Address: 211 E. Jefferson St, Delaware</b> Trevor Haar (k0)	<b>7:50</b>	<b>3:00</b>	<b>3:20</b>
2. <b>Tim Andrews</b> -Dawn Fischer's Day Care Owen - <b>pm pick up</b> Mon, Tues, Thurs <b>Friday- Delhi drop (no Wed)</b>	<b>8:00</b>	<b>3:10</b>	
3. <b>Heather Miller</b> Parker (PS) <b>AM only</b> <b>Mon and Thurs</b> <b>Sara Richter</b> Ian James	<b>8:05</b>	<b>3:00</b>	

## **Bus Shuttle Times**

### **AM pick up times for 2022-2023**

**Joe Hoeger Bus #1-19 Earlville**

MS AND HS students to Delhi  
Leave Earlville @ 7:40 am

**Mike Hucker Bus #1-16 Earlville**

MS AND HS students to Delhi  
Leave Earlville@ 7:40 am

**Craig Wilson Bus #1-17**

Hopkinton students to Delhi  
Leave Hopkinton @ 7:40 am

**John Burbridge Bus #1-11 Hopkinton**

Earlville students to Hopkinton  
Leave Earlville @ 7:45am

**Mike Burkle Bus #1-22**

Earlville students to Delhi  
Leave Earlville @7:40 am

**Delhi Students to Johnston**

leave Delhi @ 7:55 AM

**Delhi students to Earlville**

Leave Delhi @7:55 am

**Tom McAreavy Bus 1-16**

MS & HS students to Delhi  
Leave Hopkinton @ 7:40 AM

**Hopkinton students Earlville**

Leave Hopkinton @ 8:00 am return 3:00pm

