



BONITA UNIFIED SCHOOL DISTRICT

115 West Allen Avenue San Dimas, California 91773 (909) 971-8200 Fax (909) 971-8329

Superintendent

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To Parents:

The 2015-2016 school year is rapidly approaching and, once again, we are looking forward to providing safe transportation service for your child/children to and from school. Our home-to-school transportation program is subsidized by fees collected from the families we serve through the sale of bus passes.

Starting this year you now have 3 options to purchase your students bus pass, using our new on-line system (see attached flyer), through the mail or in person. All bus passes ordered on-line or through the mail will be distributed to students through their bus driver during the first week of school.

The following information is provided to inform and assist you in arranging bus transportation for your child/children's upcoming school year.

Assistance – Students of families with income at or below the State guidelines for reduced or free meals may be eligible to receive reduced or free transportation services. **To qualify for reduced or free transportation services, you must FIRST apply or be pre-certified through the District's Food Services Department for reduced or free meals. For further information, please contact the Food Services Department at 909/971-8200, Extension 5285.**

Important Kindergarten Information – We do not provide afternoon transportation for Kindergarten students at 11:30 and 1:00. As an alternative, we do offer morning service with afternoon transportation on compact days, minimum days, and when students are dismissed at the 2 o'clock hour, for a fee of \$175 and reduced fee of \$105.

Bus Pass Fees

Annual Pass

1. First Child - \$250
2. Second Child - \$215
3. Third child - \$175

Semester Pass

1. First Child - \$150
2. Second Child - \$130
3. Third or additional child - \$115

One Way Annual Pass

1. First Child - \$150
2. Second Child - \$130
3. Third or additional child - \$115

No family unit shall pay more than \$640 for any combination of passes.

Reduced Bus Pass Fees

Reduced Annual Pass

1. First Child - \$135
2. Second Child - \$115
3. Third or additional children - \$105

Reduced Semester Pass

1. First Child - \$85
2. Second Child - \$80
3. Third or additional children - \$75

Reduced One Way Annual Pass

1. First Child - \$85
2. Second Child - \$80
3. Third or additional children - \$75

No family shall pay more than \$355 for any combination of passes.

We do offer a sheet of tickets for those students who do not ride the bus on a regular basis but have the need for an occasional ride. The sheet of ten tickets sells for \$15.00 and each ticket is good for 1 ride.

Method of Payment – Fees must be paid by cash or check payable to Bonita Unified School District or BUSD. There is a \$30 service charge for all returned checks. Credit cards **are only accepted using the online MySchool Bucks System.**

Payment Plan – Fees for Annual or One-Way Annual passes may be paid in two equal installments. There will be an additional \$25 handling charge for this service. Patrons using the payment plan will have to purchase their passes in person and complete a payment plan agreement with the District. The payment plan option is not available if purchasing by mail. First payment is due on the day of purchase, and the second payment is due on December 1, 2010.

The Bonita Unified School District is an equal opportunity employer and does not discriminate on the basis of any class protected by law.

Replacement Policy – Students must show their bus pass every time they board the bus. Defacement, loss, or any change to a Bus Pass will require a replacement fee of \$10. Failure to show a current Bus Pass to the driver upon boarding the bus may be cause for denial of transportation. Emergency transportation can be provided for \$2.

Refund Policy – Bus pass refunds are available on a prorated basis **only** from the date of notification and the return of the bus pass to the Transportation Department, if a student: transfers out of the District, participates in an ongoing District-sponsored after-school activity (sports, band, etc.) or enrolls in a District Day Care Center. Each refund is subject to a handling fee of \$25 per student, \$30 per family.

Bus Pass Application and Sales

Application by mail – APPLICATION BY MAIL. To purchase a bus pass through the mail, please complete the necessary documentation (enclosed) and submit the following by mail:

- 1. Bus pass application – one for each student.**
- 2. Photograph – small wallet size or last year’s bus pass picture will be utilized.**
- 3. Check or money order for total fees made payable to BUSD.**

Mail to Bonita Unified School District, Transportation Department, 115 W. Allen Avenue, San Dimas, CA 91773. Additional copies of these documents can also be obtained by accessing the District’s website at www.bonita.k12.ca.us and clicking on the Business Services/Transportation/Bus Passes links.

Bus passes purchased by mail will be distributed to students through their bus driver during the first week of school. A copy of the bus transportation safety rules, brochure with frequently asked questions and responses, and a diagram of the school bus loading and unloading danger zones will also be distributed to students with their bus passes. Both parents and students should familiarize themselves with this literature in an effort to stay informed and to ensure a safe ride. Bus passes will also be available for pick up in the Transportation Department. Please feel free to call 909/971-8200, extension 5261, for additional information regarding purchases by mail.

Application in person – Beginning Monday, August 10, 2015, bus passes will be available for purchase at the **Transportation Department Office** located at 115 W. Allen Avenue, San Dimas (corner of Allen Avenue and San Dimas Avenue in the bus yard at the northwest area of the District complex). **Please look for posted signs directing you to the area for bus pass sales.** Parking is available in the bus yard.

Hours of operation will be: **August 10, 2015 to August 24, 2015**

Monday - Friday
7:30am to 11:00am and 1:00pm to 3:30pm

Effective Monday, August 24, 2015, normal business hours are from 8:00am to 12:00pm and 1:00 to 3:00pm.

Bus riders **are required** to show bus passes to their driver starting the first day of school, August 24, 2015, or immediately upon receiving their bus pass, and will do so each morning and afternoon thereafter. For this purpose, student(s) should be advised to keep their bus pass in a secure but accessible place. If bus passes are lost, altered, defaced, or changed in any way, a replacement fee of \$10 will be charged.

Lost and Found – Any lost and/or found items left on the bus will be turned into the Transportation Office. At the end of the school year, unclaimed items will be taken to a local Womens shelter or Thrift Shop. Feel free to call or stop by the office if you feel your child has lost an item.

Thank you for your continued support of our District’s School Bus Transportation Program. We look forward to serving you.

Sincerely,

Paul Thomas
Director of Transportation