



KAMEHAMEHA SCHOOLS MAUI

April 28, 2016

Aloha Parents/Guardians:

Bus transportation service will be available for students that choose to participate in the student transportation program. The bus fee is determined by several factors: transportation costs, bus site requirements, and the amount of subsidy provided by Kamehameha Schools. A new bus application must be submitted for each new school year. Bus applications will be processed on a first-come, first-served basis.

Bus transportation fees for the 2016-2017 SY:

	<u>On time</u>	<u>Late</u>
Roundtrip	\$1,250	\$1,350
One-way	\$625	\$675

Bus application deadline: June 10, 2016

Applications and requests for changes received after the June 10 deadline will be processed on a space-available basis and are not guaranteed a seat on the bus.

- Please complete the enclosed bus application to sign up for bus transportation before and immediately after school only. Bus transportation for after school and athletic programs will be handled separately.
- Mail or fax bus applications to: Kamehameha Schools Maui Transportation Office
260 Aapueo Parkway
Pukalani, HI 96768 Fax: (808)573-7027
- There will be no partial or full refunds for bus transportation fees once the school year begins, except for extenuating circumstances such as student withdrawal or release.
- Do NOT submit payment with the enclosed bus application. Bus fees will be charged to the student's FACTS account according to the payment plan selected on the student's Tuition Agreement. First payments for bus transportation will be due in August.
- A bus confirmation letter will be mailed to applicants in mid-July and will include the student's bus assignment, schedule, and other pertinent information.
- Bus Sites will be located at Lahaina Aquatic Center, Kihei Community Center, Kahului Shopping Center, and the War Memorial Stadium parking lot.
- The Kahului Shopping Center bus site will be available in the afternoon only. Kahului Shopping Center is the only bus site available for the K-12 after school programs 4:30 pm bus and the high school athletic 6:30 pm bus. Additional information regarding the after school and athletics programs, including bus transportation, will be available from the respective campuses at a later date.

If you have questions, please feel free to contact the Operations Services office at 572-3245.

Kamehameha Schools Maui · Operations Division
260 'A'apueo Parkway, Pukalani, Hawaii 'i 96768 Telephone (808) 572-3245 Fax (808) 573-7027

Founded and Endowed by the Legacy of Princess Bernice Pauahi Bishop

KAMEHAMEHA SCHOOLS MAUI
Bus Transportation Guidelines
2016 – 2017

Students participating in the student transportation program must comply with the following conditions:

- ◆ Participation is limited to a single site. Departure and return for participants will be from the same site only, with the exception of the War Memorial Stadium (am)/Kahului Shopping Center (pm) site. Deviations will be subject to prior approval and will be allowed for certain situations only.
- ◆ Participants must follow the bus rules and the student Code of Conduct stated in the student handbook or participation privileges may be revoked. School rules also apply at the bus sites and on the buses.
- ◆ Please consider participation carefully. The **bus fee is non-refundable once bus service is used.**
- ◆ Participation is available for one-way transportation (morning or afternoon). The cost will be one half the rates stated. Participation will be limited to a single site.
- ◆ Participation at the Kahului Shopping Center site will require parents/guardians to sign a Release, Waiver and Indemnification Agreement, which will be included with the bus confirmation letter mailed in July. Use of this site will not be granted until we receive a signed waiver.
- ◆ Emergency use of bus transportation will be available. Emergency bus passes are available from the school main offices. The cost is \$5.00 per way, per day for students who are not already participating in the bus transportation program. Charges for emergency bus passes will be billed directly to the student's account and families will be billed through the FACTS tuition management system. Please note that students can use this service only if space is available. This is for emergency use only and the issuance of a pass will be at the discretion of the school. Emergency bus passes can be obtained from the main office at each campus.
- ◆ Supervision is not provided at bus sites. Parents/guardians are responsible for their student at the bus sites. Please pick-up and drop off your student in a timely manner.
- ◆ Students are required to arrive at and depart from the bus sites on time. Students should be dropped off at the bus sites no earlier than 15 minutes prior to the bus arrival and picked up within 15 minutes of the afternoon drop off. Bus drivers are instructed to depart the bus sites on schedule. The buses will not wait for students who are not at the bus site on time. Repeat offenders will be subject to disciplinary action.
- ◆ **Safety procedures must be followed at the bus sites at all times.** This includes no passing buses when bus lights are flashing, no walking between the buses, no driving or parking in areas restricted for buses, no speeding, following all traffic markings, and no driving across marked parking stalls.
- ◆ Kamehameha Schools contracts the bus transportation service with an outside vendor. Students are expected to treat drivers and equipment with respect. This is required for participation.
- ◆ Noncompliance will result in suspension or termination from the student transportation program.
- ◆ **NOTICE OF USE OF VIDEO AND AUDIO RECORDING DEVICES IN BUSES:** For the safety of the passengers and drivers, buses utilized by Kamehameha Schools may be equipped with video cameras that also record oral communications in the interior of the buses.