

# WISCONSIN RAPIDS PUBLIC SCHOOL DISTRICT

## Parent Contract Transportation Application (Pay-to-Ride)

Wisconsin Statutes 121.545 provides that the parent or guardian of a pupil, who is not required to be transported under S.121.54, may contract with the School Board for transportation. The School Board may provide transportation for these pupils, if requested to do so by the parent or guardian, and if the parent or guardian agrees to pay a fee sufficient to reimburse the board for the costs incurred.

1. The Wisconsin Rapids Public School District offers such contract transportation for qualifying pupils for a fee of \$135.00 per school trimester for one pupil. If transportation is needed for two or more pupils in the same family, the total cost will be \$200.00 per school trimester. If only needing transportation one way, riding TO or FROM school, the full fee amount is reduced by 50%. In these cases the cost will be \$67.50 per school trimester for one pupil, and for two or more pupils in the same family, the total cost will be \$100.00 per school trimester.
2. Contract request forms will be available in all school buildings, at the School District Central Office, 510 Peach Street, Wisconsin Rapids, WI 54494, and out on our website at [www.wrps.org](http://www.wrps.org). Contract riders will be required to abide by the same Bus Rules and Regulations as all other riders.
3. Payment must be received with the application. Cash or check made out to WRPS. Future payments must be received prior the commencement of each trimester or contract transportation will be discontinued.
4. Routes will not be changed or added to accommodate contract riders.
5. Request for contracts will be considered in the order they are received.
6. If pupils eligible for free transportation are added to a route causing the number of pupils on a route to exceed the legal seating capacity of the vehicle on that route, contracts granted under this policy will be revoked on a "last approved-first revoked" basis, and a prorated refund of fees charged to the parent or guardian of the affected pupil(s) until the legal seating capacity is reached.
7. Contract riders will be accommodated as long as doing so will not cause the number of riders on a route to exceed the legal seating capacity of the vehicle on that route.
8. Contracts shall terminate automatically if the Wisconsin Statutes no longer authorize such contract transportation.

<b>Student Names(s):</b>		<b>Student School(s) &amp; Grade(s):</b>		
<b>Home Address:</b>		<b>Requested Bus Stop Address:</b>		
<b>Parent Name:</b>		<b>Phone Number:</b>		
<input type="checkbox"/> <b>Pick-Up Only</b>	<input type="checkbox"/> <b>Drop-Off Only</b>	<input type="checkbox"/> <b>Both Pick-Up &amp; Drop-Off</b>		
<b>Date Busing to Begin:</b>	<b>Bus/Shuttle #:</b>	<b>1<sup>st</sup> Trimester Pymt.</b>	<b>2<sup>nd</sup> Trimester Pymt.</b>	<b>3<sup>rd</sup> Trimester Pymt.</b>

*Parent Signature is required and indicates agreement by the parent to pay Wisconsin Rapids Public Schools a trimester fee for transportation. Payment must be received by the School District prior to the start of each trimester, or transportation will no longer be provided.*

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**Administrative Guidelines**

Wisconsin Statutes 121.545 provides that the parent or guardian of a pupil, who is not required to be transported under S.121.54, may contract with the School Board for transportation. In administering this provision the following administrative guidelines will be followed:

1. No additional routes will be added to accommodate contract riders.
2. No new stops at additional schools will be allowed for contract riders.
3. Contract riders may be accommodated on existing routes, provided seating is available.
4. Costs to provide contract transportation may not exceed the fee charged.
5. A bus route may be changed to accommodate contract riders if the change will not affect the arrival times at any schools involved.
6. Consideration for contract riders will be given in the order in which requests are received.
7. No transportation will be provided a contract rider until full payment for a trimester is received.
8. Full payment is required prior to the commencement of each trimester, or transportation will be discontinued. There will be no trimester reminders or letters sent to the parent/guardian.
9. If a parent contracts for transportation on a bus route that discontinues a stop at the pupil's school of attendance during the year, the contract shall be terminated and the parent will be issued a prorated refund for services not provided.
10. No contract is required for pupils with an approved boundary exception requesting transportation to a school attended by a sibling enrolled in a special needs program not available in their local attendance area, provided there is room on the vehicle.
11. No contract is required for pupils transferred from their local attendance area school to a different school due to personal problems, family problems, harassment, and/or physical threats, which could endanger the pupil's safety and/or welfare. The initial determination will be made by the Building Administrator and/or School Counselor with final determination to be made by the Superintendent of Schools or designee.
12. No contract is required for pupils to be shuttled to another school for access to programming not available in the pupil's school of attendance. This shuttle transportation is provided at the complete discretion of the School Board and is not required or guaranteed. The initial determination will be made by the Building Administrator and/or School Counselor with final determination to be made by the Superintendent of Schools or designee.
13. No contract is required during winter months for pupils classified as "at-risk " for missing more than then (10) days of school due to lack of transportation during cold weather. Such determination will be made by the Building Administrator, Guidance Counselor, and/or Director of Pupil Services.
14. These Administrative Guidelines shall terminate automatically if the Wisconsin Statutes no longer authorize such contracted transportation.