



Section <b>School Bell Time Changes</b>	Page 1 of 1
Type <b>General</b>	Date October 1, 2008

<p><b>Statement</b></p>	<p>STWDSTS must strive to improve the efficiency of bus routes and to maintain healthy communications with parents.</p> <p>In order to minimize the number of school bus routes, schools may have to change their bell times (start and end times) in order for STWDSTS to find efficiencies by sharing routes with other schools or Boards.</p> <p>In this context, it is important to promptly notify school principals and parents of any changes made to school bell times.</p>
<p><b>Procedures</b></p>	<ol style="list-style-type: none"> <li>1. The decision of the General Manager of STWDSTS to request changes in school bell times must be supported by an impact study of transportation costs. When it is financially advantageous for school boards (reduced transportation costs), STWDSTS may recommend changes to the school bell times.</li> <li>2. The impact study will then be presented at the March meeting of the STWDSTS Transportation Management Committee, which will decide by consensus whether this recommendation is appropriate.</li> <li>3. By February, the General Manager of STWDSTS must indicate his/her intentions concerning possible changes in school bell times, based on the planning of bus routes to take effect when the new school year begins in September.</li> <li>4. The new school hours must be announced to Senior Board Administrators, and then to the schools, by the end of the month of March preceding the next school year, whenever possible.</li> <li>5. If a school principal wishes to change the school bell times for his/her school, he/she must complete a Request for Bell Time Information Memo (TF021), and forward it to STWDSTS no later than the month of February preceding the next school year. STWDSTS will conduct an impact study.</li> <li>6. The impact study will then be presented at the meeting of the Transportation Management Committee of STWDSTS, which will decide by consensus whether this recommendation is appropriate.</li> <li>7. The Transportation Management Committee will then render its decision, which is final and cannot be appealed.</li> </ol>