



WESTPORT COMMUNITY SCHOOLS

School Business Administrator

17 Main Road • Westport, MA 02790-4202

Telephone (774) 309-3371 • Fax (508) 636-1449 • Email mrapoza@westportschools.org

Grades 7 through 12 students Bus Passes

How much will the grades 7 through 12 student's bus pass cost?

The cost for Grades 7 through 12 student bus pass for the 2020-2021 school year is \$200 per student with a family cap of \$400. This fee is not prorated for any student who enrolls at our Westport Jr. Sr. High School or applies for a bus pass any time after the first day of school. The cost for a bus pass will remain at \$200, regardless of the date of entry into the school system.

After the first day of school, however, Grades 7 through 12 student's bus passes are nonrefundable for any reason, even if the student withdraws from school, transfers to another school district or moves from the town. Students who have their transportation privileges suspended or revoked for behavioral or disciplinary reasons are not entitled to any refund.

Transportation is provided free of charge for the first two weeks of school. Bus passes will be distributed to students the second week of school. Beginning on Monday, September 14, students must show their bus passes to drivers before boarding. No student will be allowed to board any bus without a bus pass.

Does it matter how frequently I plan on having my student ride the bus? What if my student only plans to ride the bus one way or use the bus for transportation only two or three days each week?

The bus pass cost the same for all students, no matter how often they ride the bus. The school district plans its routes for each new school year based on maximum ridership – how many students need transportation and where they live. Bus costs cannot be prorated according to varied daily usage, so each family must carefully consider whether purchasing bus passes is the best choice for them. Please remember that, after the first day of school, bus passes are nonrefundable for any reason.

Where will students be picked up before school and dropped off after school?

Transportation is scheduled for all students based on the permanent home address they have provided the school district. You may want to contact your child's school to be sure your home address – and your telephone numbers – are up-to-date in our student database. Because the student population changes each year, school bus stops and schedules may change, too. During the summer, the Student Services Coordinator works with the bus company representative to select safe, convenient, common bus stops. State law requires that bus stops are no more than one and half miles from students' homes, but we make an effort to keep that distance much shorter. While the district cannot provide door-to-door or street-to-street service for every student, we try to designate bus stops at safe locations that are fair and safe to everyone.

When will my student be picked up in the morning?

A complete list of bus routes will be published our website no later than Friday, August 28, 2020. Students should be at the correct bus stop five to fifteen minutes before the scheduled bus arrival. Our school bus drivers have lists of the students on their routes and, for the safety of all students; drivers are not permitted to pick up anyone not on their passenger lists. Students who miss their scheduled bus **may not** board a bus on another route, nor may they board the later bus route that transports the younger elementary and kindergarten students.

May I have my students picked up or dropped off at another address?

NO, only if there is a family emergency are students able to change their bus assignments. A copy of the Bus Assignment Change Request Form is attached, available online or can be picked up in your school's main office.

A 24 hour notice must be received to approve the request unless there is a family emergency.



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What is the deadline for purchasing bus passes?

To reserve a seat on your bus route, **the Student Services Coordinator must receive your Transportation Form and your payment in full (or a fee waiver request) no later than Friday, August 7, 2020.** Incomplete applications will be returned. Students who enter the school system or want to purchase bus passes after that date will be accepted only if there is an existing stop already scheduled on the bus route and there are seats available on the bus. No new bus stops will be added. **Bus fees received after the due date of Friday, August 7 will have a \$25.00 late fee.**

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Will the school district waive the payment for families in financial need?

If you cannot afford to purchase bus passes, please complete the fee waiver request form enclosed and return the completed form with a copy of your 2019 Federal Income Tax Return. We will process your request as quickly as possible but, **if you do not provide a copy of your income tax return** showing proof of income, **we cannot process your fee waiver request.** Incomplete applications will be returned. Please remember that, until your fee waiver request is processed, you are responsible for transporting your child to and from school. State law requires that fees be waived for foster children and any students who receive the School Lunch Program's free or reduced meals.

You must submit your fee waiver request by Friday, August 7. Incomplete applications will be returned. If you purchase a bus pass and then later decide to request a fee waiver, **we cannot refund your payment.**

Where do I send my completed forms and my fee payment?

Please make checks payable to **Town of Westport** and submit your completed Transportation Form, your payment and – if necessary – your fee waiver request to: Michelle A. Rapoza, School Business Administrator, Westport Community Schools, 17 Main Road, Westport MA 02790. There is a **\$25.00 check return fee** for any checks returned for insufficient funds or stop payments.

All Transportation Forms and payment in full must be received by Friday, August 7. **Bus fees received after the due date of Friday, August 7 will have a \$25.00 late fee.** If you have any questions, please don't hesitate to contact the School Business Administrator at (774) 309-3371. You may also email Ms. Rapoza at mrapoza@westportschools.org or send a FAX to (508) 636-1449.

Can I pay my transportation fees with a credit card?

Yes, Westport Community Schools now offers MySchoolBucks **School Store**. This convenient online payment service provides a quick and easy way to pay for school-related purchases. You can now pay for items such as transportation fees, athletic fees, pre-school tuition, extended day tuition, and student activity fees (**store items**) using your credit/debit card or electronic check. If you are already using MySchoolBucks to pay for school meals, your account is already set-up and ready to go! Just login and click on the new link to Store. Otherwise, register for your FREE account today at <https://www.MySchoolBucks.com>.

There is a \$25.00 late fee for any bus fees received after Friday, August 7, 2020!

**“NO BUS CHANGES OR ADJUSTMENTS WILL BE ALLOWED DURING
THE FIRST TWO WEEKS OF SCHOOL”**

This is to assure a safe transition to and from school for our students and staff.