



FOLLOW-UP COMMUNICATION ON TRANSPORTATION/BUSING

In July, 2017, parents received a letter concerning bus transportation for the upcoming 2017-18 school year. We appreciate your patience and the questions you have brought up to either WRPS, or our bus companies who schedule all of the routes. In an attempt to continue the open line of communication, and help parents understand more about the bus information in Family Access, WRPS has developed this document to further assist parents in understanding how to access their child's bus information, and who to call if they have a question about the bus route.

Parents can check their student's bus route information by going into Family Access as indicated below. NOTE – your student will either be riding a Safe Way bus route, or a Lamers bus route. If it is a Lamers route, the bus route number will have an "L" at the beginning of the number – *the last page of this communication piece shows an example of what that will look like in Family Access.*

The screenshot shows the Family Access web portal interface. The left sidebar contains a menu with the following items: Home, Online Enrollment Verification, Online Forms, Calendar, Attendance, **Student Info** (circled in red), Discipline, Fee Management, Portfolio, Skylert, and Health Info. A red arrow points from the 'Student Info' menu item to a red oval at the bottom of the page containing the instruction: "Go into your Family Access account to find bus routing information – click on 'Student Info.'"

The main content area displays several announcements:

- An Online Form is now available to fill out**
2017-18 Club Registration is now available to fill out at EAST JR HIGH, yet has not been completed for [redacted]. It is due by 05-31-2018. Fill out Online Form for [redacted].
- 2017-18 Club Registration is now available to fill out at WIS RAPIDS AREA MIDDLE SCHOOL, yet has not been completed for [redacted]. It is due by 05-31-2018. Fill out Online Form for [redacted].
- 7th Grade Football Start Date**
Tue Aug 15, 2017 11:29am
Seventh grade football starts on Tuesday, August 22 from 8:00-9:30 a.m. Please make sure to have online forms completed and a physical/alternate year form on file in the office. Any questions may be addressed to Athletic Director, Chris Feidt at chris.feidt@wrps.net.
- Swim Announcement**
Tue Aug 15, 2017 9:20am
Important Girls Swim Information for grades 6-8: Due to the YMCA in Port Edwards being closed the week of August 21-25, practices will be held at WRAMS on August 22 – 25 from 3:00-4:00 p.m. Girls should wear workout clothing, tennis shoes and bring a water bottle. Practice in the water will begin at the YMCA on August 28 from 3:30-4:30 p.m. Girls will be given a schedule for the rest of August at the 1st practice.
Coaches,
Amy Fisher amy.fisher@wrps.net
Gretchen Niedbalski gretchen.niedbalski@wrps.net

The right sidebar shows an "Upcoming Events" calendar with the following entries:

- Tue Sep 5, 2017
1st Day of School
WIS RAPIDS AREA MIDDLE SCHOOL
- Tue Sep 5, 2017
1st Day of School
EAST JR HIGH
- Tue Sep 5, 2017
Progress 1 Starts
EAST JR HIGH
- Tue Sep 5, 2017
Trimester 1 Starts
EAST JR HIGH
- Tue Sep 5, 2017
Term 1 Starts
WIS RAPIDS AREA MIDDLE SCHOOL
- Tue Sep 5, 2017
Term 2/Trimester 1 Starts
WIS RAPIDS AREA MIDDLE SCHOOL

Go into your Family Access account to find bus routing information – click on "Student Info."


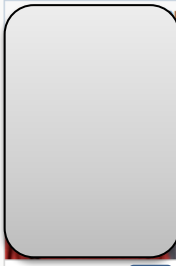
Family Access Student Information - Google Chrome

Secure | https://skyweb.wrps.org/scripts/wsisa.dll/WService=wsEPlus/sfstudentinfo001.w

Kelly Schaeffer My Account Contact Us Email History Exit

Family Access All Students District Links

Student Information

Home Online Enrollment Verification Online Forms Calendar Attendance Student Info Discipline Fee Management Portfolio Skylert Health Info	 School: [Redacted]@stu.wrps.net [Redacted] Wisc Rapids, WI 54494	WIS RAPIDS AREA MIDDLE SCHOOL Phone: (715) 424-6740 Principal: Tracy Ginter Grade: 07 Status: Active (Full-time)												
	Gender: [Redacted] Age (Birthday): 12 ([Redacted]) Language: English Graduation Year: 2023 Other ID: [Redacted] Cell: [Redacted]	View Bus Schedule View [Redacted] Family												
<table border="1"><thead><tr><th>Emergency Contacts</th><th>Primary Phone</th><th>Second Phone</th><th>Third Phone</th><th>Employer's Phone</th><th>Home Email</th></tr></thead><tbody><tr><td>[Redacted]</td><td>(715) [Redacted]</td><td></td><td></td><td></td><td></td></tr></tbody></table>			Emergency Contacts	Primary Phone	Second Phone	Third Phone	Employer's Phone	Home Email	[Redacted]	(715) [Redacted]				
Emergency Contacts	Primary Phone	Second Phone	Third Phone	Employer's Phone	Home Email									
[Redacted]	(715) [Redacted]													
	 School: [Redacted]@stu.wrps.net [Redacted] Wisc Rapids, WI 54494	EAST JR HIGH Phone: (715) 424-6730 Principal: Kevin Yeske Grade: 08 Status: Active (Part-time) Advisor: Heather Lisitza												
	Gender: [Redacted] Age (Birthday): 14 ([Redacted]) Language: English Graduation Year: 2022	View Bus Schedule View [Redacted] Family												

When you get into your "Student Information" screen, click on the bus schedule for the student you wish to view.

Bus Schedule View Transfer Bus Stops

Pickup Schedule
 AM Bus Number: Pickup Address:
[View Pickup Bus Stops](#)

Drop Off Schedule
 PM Bus Number: Drop Off Address:
[View Drop Off Bus Stops](#)

To view your student's bus stop information, click "View Pickup" or "View Drop Off" Bus Stops

Bus Schedule View Transfer Bus Stops

Pickup Schedule

Pickup Bus Stops View

Route	Bus Stop	Type	Days	Arrives
40A A	<input type="text"/> Address	Pickup (To School)	All Week	6:44 am

Bus Information will open.

Bus Schedule View Transfer Bus Stops

Pickup Schedule

Drop Off Bus Stops View

Route	Bus Stop	Type	Days	Arrives
40A P	<input type="text"/> Address	Drop Off (From School)	All Week	3:25 pm

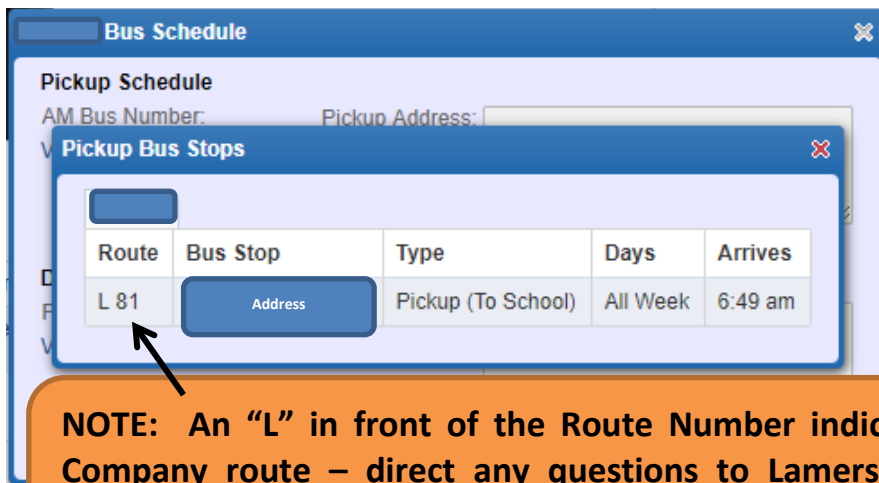
If your student rides a shuttle bus from East or WRAMS to/from Lincoln, the transfer information (which shows the shuttle bus number your student will ride) can be found by clicking on "View Transfer Bus Stops."

Bus Schedule View Transfer Bus Stops

Pickup Schedule

Transfer Bus Stops View

Route	Bus Stop	Type	Days	Arrives
15A A	LHS	Transfer On (Transfer)		7:10 am
15A P	WRAMS	Transfer On (Transfer)		2:38 pm



NOTE: An “L” in front of the Route Number indicates this is a Lamers Bus Company route – direct any questions to Lamers by calling 715-421-2400, select Option #2. If there is no “L” in front of the Route Number, call Safe Way at 715-423-1117 with questions.

If you have other questions about transportation for your student, here are additional numbers to call, depending upon your question:

Attendance Area and Pay to Ride Questions:

Ann Arendt (715-424-6700) (ann.arendt@wrps.net)

Special Education Transportation / Van Service Questions:

Amy Hulce (715-424-6705, ext. 1) (amy.hulce@wrps.net)

Discipline Issues on the Bus:

Building Principal at Your Child’s School

Important Notice



WISCONSIN RAPIDS PUBLIC SCHOOLS
Transportation Department

July 27, 2017

To WRPS Parents/Guardians:

Beginning with the 2017-18 school year, some changes are occurring in our Transportation Department which may or may not affect certain students who receive busing.

Just to provide some background, for students who have met eligibility requirements to receive transportation, the District is only obligated to pick-up or drop-off students at their primary place of residence. Students who live 2 or more miles from their attendance area school are eligible for transportation, or if their residence falls within an area the school district has deemed to be an "unusual hazard."

NEW: Accommodations have been made in the past for students who need to be picked up or dropped off to other addresses due to daycare needs. **Beginning on September 5, 2017**, these accommodations will continue to be made to the degree possible for one additional pick-up/drop-off point, and only after an "Alternative Bus Service Request Form" has been completed by the parent/guardian and submitted to the Transportation Department. **No students will be picked up or dropped off at any other point, other than their primary home address, unless the paperwork has been completed and approved.** Bus companies only have authorization to transport students to and from their primary home address. Verbal conversations over the phone will not properly authorize permission for students to have an alternate bus stop pick-up or drop-off point. The Alternative Bus Service Request Form to request an alternative bus pick-up/drop-off is enclosed for you to use, if needed.



Families can find bus pick-up and drop-off routing information online through their *Family Access* account. (Incoming 4K students and students new to the District may not have logged in to the system yet, and will be receiving login credentials by mail this summer.) If you go into the Family Access system, (where you perform Online Enrollment Verification and look at your child's report cards), you will find a tab in the left panel named "Student Info" - click on that, and you will see "View Bus Schedule" near the middle of the page. Click on it to find the route pick-up/drop-off information for your student - **NOTE that busing information is being updated for the 2017-18 school year, so check back in the system after August 11th for the most accurate information.**

Our former Transportation Coordinator, Jody Gruber, has retired. As a result, the main WRPS transportation phone line has been disconnected. Calls and questions related to transportation are now being handled primarily by Ann Arendt, Receptionist/Transportation at Central Office. **To streamline the process for you if you have questions** pertaining to transportation, following is a contact list which you may find helpful:

If you have a question about:

- Bus Pick-up / Drop-off Points & Times.....Safe-Way Bus (715-423-1117)
- Attendance Area Question (*What school do I attend?*)
or Pay-to-Ride..... Ann Arendt, WRPS (715-424-6700)
- Special Education Bus/Van Service..... Amy Hulce, WRPS (715-424-6705, ext. 1)
- Discipline Issues on the Bus *Building Principal at Your Child's School*

We look forward to working with you in the coming year, and *appreciate your patience* as we do our best to answer your transportation related questions!



Alternative Bus Service Request Form

Wisconsin Rapids Public Schools Board policy states that, *“Students will ride on assigned buses. Parents must request, in writing, an exception from this rule. Requests shall be made to the designated staff person. Students will board and disembark from their assigned bus as designated unless written permission from the designated staff person at the school is granted to be let off at other than the regular stop. Parents will assume the responsibility of the child when such a request is made and granted.”*

Please be aware that transportation to/from a childcare provider **may** be available for students who are eligible for busing **if** the childcare provider is located within their school attendance area, **and** the provider’s address is within a current bus route for that school, **and** there is space available.

Complete and return this form to: Ann Arendt (District Office), 510 Peach Street, Wisc. Rapids, WI 54494

NOTE: Your request may take up to 24 hours to process.

Please list the names of any child in your household who will use this Alternative Bus Request:			
Name:	School:	Grade:	
Name:	School:	Grade:	
Name:	School:	Grade:	
Name:	School:	Grade:	
Parent’s Name:			
Home Address:			
Home Phone:	Work Phone:	Cell Phone:	Regular Assigned Bus Number (if known):
<p>What is the alternative address your student(s) should be dropped off/picked up at?</p> <p>_____</p> <p>Please provide the name of the person who resides at this alternative address and their relationship to your child(ren)?</p> <p>_____</p> <p>Are you requesting: <input type="checkbox"/> AM Pick-up only <input type="checkbox"/> PM Drop-off only <input type="checkbox"/> Both</p> <p>What date is this change to begin, or what alternative dates is this change being requested for:</p> <p>_____</p> <p>_____</p> <p>Parent/Guardian Signature: _____ Date: _____</p>			
<p>For Office Use Only</p> <p><input type="radio"/> Request APPROVED <input type="radio"/> Request DENIED Transportation Director/Designee Signature: _____</p>			

Copy to: Safeway/Lamers Bus Company
Student’s File
Teacher