



REPLY TO
ATTENTION OF:

UNCLASSIFIED

DEPARTMENT OF THE ARMY
HEADQUARTERS US ARMY SUSTAINMENT COMMAND
1 ROCK ISLAND ARSENAL
ROCK ISLAND IL 61299-6500

AMSAS-FSI-LRI

12 July 2013

MEMORANDUM FOR: School Bus Program at Rock Island Arsenal, IL

SUBJECT: Rules and Guidelines for Parents and Students

1. RIA provides school bus services as a privilege for students whose parents work on RIA and attend the following schools in the Moline School District, Franklin Grade School, Wilson Middle School, and Moline High School.
2. The safe transport of students is of the utmost importance to the entire RIA community. Copies of the school bus rules are attached. Failure to follow those rules will result in the following:
 - a. 1st Offense - warning notification by e-mail to parents
 - b. 2nd Offense - 1 week suspension
 - c. 3rd Offense - 2 week suspension
 - d. 4th Offense - forfeit bus privileges
3. Students who commit serious offenses such as criminal or violent acts and are repeatedly disruptive will forfeit their school bus riding privileges. The school bus service will refer all student offenses and complaints to the Transportation Office.
4. It is the parents' responsibility to ensure their children behave properly while riding the bus. Parents are encouraged to ride the bus to observe conditions for themselves. To do so, please contact the Transportation Office for coordination with the bus company. Bus drivers will not transport any unexpected passengers due to security reasons. In addition, parents can request special seating arrangements for their children through the Transportation Office.
5. Parents are encouraged to report grievances and suggestions for improvements concerning school bus services to the Transportation Office. If you have any questions, please contact Ms. Sherry Duburg at (309) 782-1357, sherry.d.duburg.civ@mail.mil or the undersigned at (309) 782-5602, deshonda.g.davislocke.civ@mail.mil.

DESHONDA G. DAVIS-LOCKE
Chief, Transportation Division LRC
Rock Island Arsenal, IL 61299-5000

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