

Transportation Conduct Report

Transportation Department
Glenwood Community School District
700 1/2 North Linn
Glenwood, IA 51534
712-527-4116

April 22, 2007

Parent/Guardian of [REDACTED]
[REDACTED]
Glenwood, IA, 51534

Re: [REDACTED]

Dear Parent/Guardian:

The purpose of this report is to inform you of a discipline incident involving [REDACTED] on the school bus. The Glenwood Community School Districts requests your cooperation with this corrective action.

Negative behavior on a school bus jeopardizes the safety of everyone on board. Please remember that the bus ride is an extension of the classroom. Students are expected to conduct themselves accordingly.

Bus Driver: M. [REDACTED]
Date of Incident: 1 [REDACTED]/2006

Incident Description:

[REDACTED] has repeatedly been reminded to remain in his seat. He was laying in the seat with his feet in the air and across the aisle. Took another student's backpack and threw contents at other riders.

Consequence Description:

Please review the attached sheet.

Should you have any questions regarding this matter, please contact me at your earliest convenience.

Sincerely,

Mary Kay Hockabout
Transportation Coordinator
Glenwood Community School District

cc: File