

**SAN DIEGO UNIFIED SCHOOL DISTRICT**

**Date:**

**To:** Elementary School Principals and  
Child Development Administrators

**Subject:** BUS SAFETY EDUCATION PROGRAM FOR 2009-2010

**Department and/or  
Persons Concerned:** Site Administrators, Teachers, School Secretaries

**Due Date:** As prescribed on attached schedule

**Reference:** California Education Code, Section 39831.5

**Action Requested:** Review attached schedule and determine the feasibility of conducting the drill if weather is inclement, prior to scheduled drill date.

**Attachments:**

1. Bus Evacuation Master Schedule 2009-2010
2. Dear Parent/Guardian Letter – English
3. Dear Parent/Guardian Letter – Spanish
4. School Bus Safety Instructions & Emergency Bus Evacuation Report

**Brief Explanation:**

The California Education Code requires that at least once each year school districts conduct appropriate instruction in safe riding practices and pupil participation in emergency bus evacuation drills. The 2009-2010 program requires instructions and drills on the bus. The Bus Evacuation Master Schedule (Attachment 1) indicates the proposed dates for the 2009-2010 Bus Safety Education Program. No formal school assembly is necessary.

Procedures for the Bus Safety Education Program are as follows:

1. Send home an informational bulletin explaining the program with a space provided for parents to indicate if their child should not take part in the practice jump (Attachment 2). All students will be asked to execute a practice jump; however, they should not be forced. A student may be unable to do so because of illness, physical condition or other valid reason.
2. Adult helpers should be available to assist K-3 students when they jump; however adult helpers should not execute the practice jump with the student.
3. Determine from the Bus Evacuation Master Schedule, how many buses are assigned to your school. Child Development Centers and state preschool pupils will also participate in the Bus Safety Education Program. Please include these pupils when making your master schedules.

The school bus will arrive at the presentation site approximately 20 minutes before the first presentation to set up. Please schedule groups of 60 students per bus according to the following schedule:

1st presentation: 9:00 a.m.  
2nd presentation: 9:30 a.m.  
3rd presentation: 10:00 a.m.  
4th presentation: 10:45 a.m.  
5th presentation: 11:15 a.m.

4. To reduce waiting time, use runners to send for the next class. The instruction for each group will last approximately 30 minutes. Bilingual instruction, if required, may take up to 40 minutes per presentation. A site bilingual staff member should be scheduled to assist the safety instructor. All buses must depart the school site by 12:00 noon.
5. Determine the feasibility of conducting the drill, if the weather is inclement. For drill cancellation and rescheduling, please call (858) 496-8460 before 8:30 a.m. For calls after 8:30 a.m. dial (858) 496-8755.

Upon completion of your school's school bus evacuation drill please complete the "School Bus Instruction & Emergency Bus Evacuation Report (Attachment 4) and return to Operations Manager at Transportation.

Direct questions and/or concerns regarding the Bus Safety Education Program to Joe Geddis, Bus Operations Supervisor, at (858) 496-8792 or [jgeddis@sandi.net](mailto:jgeddis@sandi.net). For concerns on the day of your evacuation drill, please call Transportation Services Dispatch at (858) 496-8460.

Drew Rowlands  
Auxiliary Services Executive Director

APPROVED:

James Masias  
Chief Financial Officer

JM:DR:lmk

Attachments (4)

Distribution: Lists B, C, and D

**BUS EVACUATION MASTER SCHEDULE  
2009-2010**

**ATTACHMENT 1**

DAY/DATE	INSTRUCTOR #1	INSTRUCTOR #2	INSTRUCTOR #3	INSTRUCTOR #4	INSTRUCTOR #5
T 09/15/09	ZAMORANO	ZAMORANO	ZAMORANO	ZAMORANO	ZAMORANO
W 09/16/09	BURBANK	BURBANK	CABRILLO	GOLDEN HILLS ELEMENTARY	GOLDEN HILLS ELEM
X 09/17/09	HAWTHORNE	HAWTHORNE	ROLANDO PARK	WEGEFORTH	WEGEFORTH
F 09/18/09	KING/CHAVEZ ACADEMY	KING/CHAVEZ ACADEMY	KING/CHAVEZ ACADEMY	KING/CHAVEZ ACADEMY	OCEAN BEACH

T 09/22/09	HAMILTON	HAMILTON	HAMILTON	HAMILTON	HAMILTON
W 09/23/09	CHOLLAS/ MEAD	CHOLLAS/ MEAD	CHOLLAS/ MEAD	CHOLLAS/ MEAD	UNIFIED DAY
X 09/24/09	CROWN PT.		⊗	⊗	⊗
F 09/25/09	CENTRAL	CENTRAL	CENTRAL	CENTRAL	FLETCHER

T 09/29/09	ANGIER	ANGIER	CHAVEZ	CHAVEZ	CHAVEZ
W 09/30/09	CADMAN	CARVER	CARVER	LOMA PORTAL	LOMA PORTAL
X 10/01/09	SHERMAN		⊗	⊗	⊗
F 10/02/09	ROSA PARKS	ROSA PARKS	ROSA PARKS	ROSA PARKS	SPRINGALL

T 10/06/09	BALBOA	BALBOA	BALBOA	BALBOA	CUBBERLY
W 10/07/09	MILLER	MILLER	MILLER	PARADISE HILLS	PARADISE HILLS
X 10/08/09	TUBMAN VILLAGE		⊗	⊗	⊗
F 10/09/09	EMERSON/ BANDINI	EMERSON/ BANDINI	EMERSON/ BANDINI	EMERSON/ BANDINI	STEPS ELEM & SECONDARY

T 10/13/09	KIMBROUGH	KIMBROUGH	KIMBROUGH	KIMBROUGH	
W 10/14/09	ENCANTO	ENCANTO	ENCANTO	ENCANTO	NORTH PARK
X 10/15/09	SDCC		⊗	⊗	⊗
F 10/16/09	BAKER	BAKER	BIRNEY	BIRNEY	

BUS EVACUATION MASTER SCHEDULE  
2009-2010

DAY/DATE	INSTRUCTOR #1	INSTRUCTOR #2	INSTRUCTOR #3	INSTRUCTOR #4	INSTRUCTOR #5
T 10/20/09	FAY	FAY	FAY	LA JOLLA ELEMENTARY	LA JOLLA ELEMENTARY
W 10/21/09	ALCOTT	ALCOTT	BAY PARK	BAY PARK	TOLER
X 10/22/09			⊗	⊗	⊗
F 10/23/09	BENCHLEY/ WEINBERGER	BENCHLEY/ WEINBERGER	BENCHLEY/ WEINBERGER	JUAREZ	JUAREZ

T 10/27/09	ADAMS	ADAMS	ADAMS	WEBSTER	WEBSTER
W 10/28/09	CLAY	CLAY	HANCOCK	HANCOCK	HANCOCK
X 10/29/09			⊗	⊗	⊗
F 10/30/09	PORTER	PORTER	PORTER	PORTER	

T 11/03/09	EUCLID	EUCLID	EUCLID	ROWAN	ROWAN
W 11/04/09	HORTON	HORTON	HORTON	TIERRASANTA	TIERRASANTA
X 11/05/09			⊗	⊗	⊗
F 11/06/09	LINDA VISTA	LINDA VISTA	LINDA VISTA	TORREY PINES	TORREY PINES

T 11/10/09	ERICSON	ERICSON	ERICSON	McKINLEY	McKINLEY
W 11/11/09	⊗	⊗	⊗	⊗	⊗
X 11/12/09	SIERRA ACADEMY		⊗	⊗	⊗
F 11/13/09	EDISON	EDISON	EDISON	LaFAYETTE	LaFAYETTE

T 11/17/09	BETHUNE	BETHUNE	CARSON	CARSON	CARSON
W 11/18/09	DARNALL	DARNALL	MIRAMAR RANCH	MIRAMAR RANCH	MIRAMAR RANCH
X 11/19/09	WASHINGTON		⊗	⊗	⊗
F 11/20/09	HARDY	HARDY	JOHNSON	JOHNSON	

T 11/24/09	<b><u>THANKSGIVING</u></b>				<b><u>THANKSGIVING</u></b>
W 11/25/09		<b><u>BREAK</u></b>		<b><u>BREAK</u></b>	
X 11/26/09			<b><u>HOLIDAY</u></b>		
F 11/27/09					

BUS EVACUATION MASTER SCHEDULE  
2009-2010

DAY/DATE	INSTRUCTOR #1	INSTRUCTOR #2	INSTRUCTOR #3	INSTRUCTOR #4	INSTRUCTOR #5
T 12/01/09	JOYNER	JOYNER	JOYNER	SESSIONS	SESSIONS
W 12/02/09	HAGE	HAGE	HAGE	SILVERGATE	SILVERGATE
X 12/03/09			⊗	⊗	⊗
F 12/04/09	AUDUBON	AUDUBON	AUDUBON	RODRIGUEZ	RODRIGUEZ

T 12/08/09	CURIE	CURIE	SANDBURG	SANDBURG	SANDBURG
W 12/09/09	KNOX	KNOX	KNOX	PERKINS	PERKINS
X 12/10/09			⊗	⊗	⊗
F 12/11/09	GARFIELD ELEMENTARY	GARFIELD ELEMENTARY	NYE	NYE	NYE

T 12/15/09	LOGAN	LOGAN	LOGAN	LOGAN	
W 12/16/09	FULTON	FULTON	JERABEK	JERABEK	JERABEK
X 12/17/09			⊗	⊗	⊗
F 12/18/09	FLORENCE	FLORENCE	FREESE	FREESE	

12/21/09- 12/25/09	<b>WINTER BREAK</b>	<b>WINTER BREAK</b>	<b>WINTER BREAK</b>	<b>WINTER BREAK</b>	<b>WINTER BREAK</b>
12/28/09- 01/01/10	<b>WINTER BREAK</b>	<b>WINTER BREAK</b>	<b>WINTER BREAK</b>	<b>WINTER BREAK</b>	<b>WINTER BREAK</b>

T 01/05/10	CHESTERTON	CHESTERTON	FIELD	FIELD	
W 01/06/10	GRANT	GRANT	GRANT	KUMEYAAY	KUMEYAAY
X 01/07/10			⊗	⊗	⊗
F 01/08/10	FOSTER	FOSTER	MARVIN	MARVIN	A.L.B.A. ELEMENTARY

T 01/12/10	BARNARD	HEARST	HEARST	ROSS	ROSS
W 01/13/10	GRANT	GRANT			
X 01/14/10			⊗	⊗	⊗
F 01/15/10	GAGE	GAGE	GREEN	GREEN	

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2009-2010

DAY/DATE	INSTRUCTOR #1	INSTRUCTOR #2	INSTRUCTOR #3	INSTRUCTOR #4	INSTRUCTOR #5
T 01/19/10	⊗	⊗	⊗	⊗	⊗
W 01/20/10	DEWEY	DEWEY	WALKER	WALKER	WALKER
X 01/21/10	BIRDROCK	BIRDROCK	LEE	LEE	LEE
F 01/22/10			⊗	⊗	⊗

T 01/26/10	JEFFERSON	JEFFERSON	LANGUAGE ACADEMY	LANGUAGE ACADEMY	LANGUAGE ACADEMY
W 01/27/10	MASON	MASON	MASON	MASON	
X 01/28/10			⊗	⊗	⊗
F 01/29/10	OAK PARK	OAK PARK	OAK PARK	WHITMAN	WHITMAN

T 02/02/10	BAYVIEW TERRACE	BAYVIEW TERRACE	HICKMAN	HICKMAN	HICKMAN
W 02/03/10	VISTA GRANDE	VISTA GRANDE	BOONE	BOONE	BOONE
X 02/04/10			⊗	⊗	⊗
F 02/05/10	HERBERT IBARRA	HERBERT IBARRA	HERBERT IBARRA	PACIFIC BEACH ELEMENTARY	PACIFIC BEACH ELEMENTARY

T 02/09/10	HOLMES	HOLMES	SPRECKLES	SPRECKLES	SPRECKLES
W 02/10/10	DANA	DANA	DANA	DANA	
X 02/11/10			⊗	⊗	⊗
F 02/12/10	⊗	⊗	⊗	⊗	⊗

T 02/16/10	⊗	⊗	⊗	⊗	⊗
W 02/17/10	SUNSET VIEW	SUNSET VIEW	VALENCIA PARK	VALENCIA PARK	VALENCIA PARK
X 02/18/10	DAILARD	DAILARD	PENN	PENN	PENN
F 02/19/10			⊗	⊗	⊗

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DAY/DATE	INSTRUCTOR #1	INSTRUCTOR #2	INSTRUCTOR #3	INSTRUCTOR #4	INSTRUCTOR #5
T 02/23/10	CHEROKEE POINT	CHEROKEE POINT	MARSHALL ELEMENTARY	MARSHALL ELEMENTARY	MARSHALL ELEMENTARY
W 02/23/10					
X 02/25/10			⊗	⊗	⊗
F 02/26/10	LINDBERGH/SCHWEITZER	LINDBERGH/SCHWEITZER	LINDBERGH/SCHWEITZER	NORMAL HEIGHTS	NORMAL HEIGHTS

T 03/02/10	DOYLE	DOYLE	DOYLE	FRANKLIN	FRANKLIN
W 03/03/10					
X 03/04/10			⊗	⊗	⊗
F 03/05/10	LONGFELLOW	LONGFELLOW	LONGFELLOW	PERRY	PERRY

T 03/09/10	SEQUOIA	SEQUOIA	JONES	JONES	
W 03/10/10					
X 03/11/10			⊗	⊗	⊗
F 03/12/10					