



**July 17, 2026**

As the 2026/2027 school year approaches, we are making plans for our **In-town** transportation. Because your child/children used this service last year, we would like to extend the opportunity to you once again. To complete these plans, we will need to know if you need our service for the coming school year.

If you will need our service, please fill out both forms and return them with your first month's payment to our office no later than Wednesday, August 12, 2026. If we do not receive a payment and the completed forms from you by August 12, 2026, we will assume that you do not need our service. Parents, please keep a copy of our rules and payment policy for future reference.

Sincerely,

*Theresa Fisher*

Theresa Fisher  
Director

Enclosed you will find "Student Rules of Conduct" and the payment policy for 2026/2027 KPTA transportation. Please read over both carefully and go over these rules with your student. Retain the rules and payment policy for future reference.

I have read and understood the "Student Rules of Conduct" for KPTA transportation, and I have explained the rules to my students. I have also read and understood the cost and payment policy for student passes.

\_\_\_\_\_  
PARENT/GUARDIAN SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
STUDENT SIGNATURE  
(Additional signatures on back)

\_\_\_\_\_  
DATE

Students who create any type of problem during transportation may be reported to the school administration and their parent/guardian. Kalkaska Area Transit has the right to "ban" a student from transportation services when necessary. KAT also retains the right to reinstate or not to reinstate riding privileges.

*Thank you for using KAT for your transportation needs.*

\_\_\_\_\_  
*Kalkaska Public Transit Authority*

1251 Island Lake Road · PO Box 1046 · Kalkaska, Michigan 49646 · (231) 258-6808 · Fax (231) 258-6810 ·

[www.kalkaskatransit.com](http://www.kalkaskatransit.com)



## Student Registration

The safety of our students is extremely important to us. To help ensure that all children are safe while riding the bus, we need your cooperation and support. We have made every effort to locate pickup and drop-off points away from roadways to provide a safer environment for students waiting for the bus. We **strongly encourage parents or guardians to wait with their child** until they board the bus. You must be present at the designated pickup point on time when the bus arrives in the afternoon.

### Important Policy for Kindergarten through 5th Grade Students:

**No K-5 student will be left at a drop-off location without an adult present.** If no adult is present, the bus driver will **wait a few minutes**. If no one arrives, dispatch will **call** the student's home phone number. If a parent or guardian **cannot be reached**, the child will **remain on the bus and be returned to the Transit Office**.

**Please take the time to review the enclosed bus rules with your child(ren).** All passengers are expected to behave in a respectful and responsible manner while riding public transportation.

**Inappropriate behavior of any kind may result in the suspension or loss of bus riding privileges.**

Respect for fellow passengers, the driver, and the bus environment is essential to maintaining a safe and positive experience for everyone. Thank you for your cooperation and support.

| STUDENT NAME | PICK-UP/DROP-OFF | GRADE/SCHOOL |
|--------------|------------------|--------------|
| _____        | _____            | _____        |
| _____        | _____            | _____        |
| _____        | _____            | _____        |

Do you need transportation for A.M., P.M. or BOTH WAYS? **Please circle one.**

PARENT or GUARDIAN NAME: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

PRIMARY PHONE # \_\_\_\_\_ SECOND PHONE # \_\_\_\_\_

DAY CARE PROVIDER AND ADDRESS (if applicable): \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

EMERGENCY PHONE # \_\_\_\_\_

(Please state the person we are calling other than the parent)

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## Student Rules of Conduct

The Kalkaska Area Transit will provide the best possible care, welfare, safety, and security for every student. Any acts of violence or destruction of property will be reported to law enforcement.

All students are subject to the following rules for safe bus riding:

- **KAT has a zero-tolerance policy that prohibits fighting, arguing, acts of intimidation, threats, rudeness, or any form of bullying on all KAT buses.**
- All students should be at the designated stops and ready to board the bus on time.
- The bus operator is in charge of the bus at all times. Students are expected to obey the directives of the operator at all times.
- Once seated, students are required to remain seated until the bus stops. Students who fail to remain in their seats will be assigned a seat.
- No Public Displays of Affection (PDA) allowed on any KPTA buses.
- All items are to be kept out of the aisle, including your feet.
- No objects or body parts will be extended outside of the bus windows.
- Throwing of objects inside or out of the windows of the bus is not permitted.
- Horseplay, pushing, shoving, or fighting will not be tolerated on the bus or at the bus stops.
- Drinking, eating, smoking, and use of profanity or foul language is prohibited on the bus.
- Personal audio equipment is permitted, but only with a headset.
- All trash must be placed in the container provided on the bus.
- Weapons of any kind are not allowed on the bus.

## Payment Policy (Crawford)

- A Student pass paid on or before the 1<sup>st</sup> of the month will cost \$15.00. If a student pass is received after the 1<sup>st</sup> of the month, the cost will be \$20.00. If a student pass is received after the 15<sup>th</sup> of the month, the cost will be \$25.00.
- **Any student pass not paid by the 20<sup>th</sup> of the month that service was provided by KPTA will no longer have a reserved seat on the bus.**
- All payments must be mailed to KPTA, PO Box 1046, Kalkaska, MI 49646 or paid at the KPTA office at 1251 Island Lake Road, Kalkaska, Michigan. Drivers **will not** accept payments.

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