

# BOARD OF EDUCATION

MEMBER OF NORTH CENTRAL ASSOCIATION

## McKenzie County Public School District No. 1

Box 589  
Watford City, North Dakota 58854

Phone 444-3828  
Fax 444-6345

### Z-Pass Policy

Purpose: Z-Pass is a card system connected to the GPS unit of the school bus that tracks when a student has entered and exited the school bus. **All students riding the bus are required to have a Z-Pass.**

1. **It is imperative that the card always remains with the student. Do not bend, bite or damage the card in any way, the card contains a thin copper wire that allows it to work, any time this copper wire is bent or broken, the card will not work.**
2. **McKenzie County School District will issue each rider with a card and a lanyard (for attachment to backpacks, coats, etc.) free of charge the first time. Replacement of card, lanyard or both will be a cost to the student or parent. Replacement cost is \$5.00 for each card each time it is lost or damaged. All students riding will be required to have a card. Students or parent may provide payment for new cards on-line on the school website or at the perspective school where your child attends. New cards will be issued by the driver.**
3. **If your student does not have their z pass for the afternoon, a paper temp z pass will be issued by bus driver. After 3 paper passes your child may lose their bus privileges until they find or purchase another z pass.**
4. **Your child will be responsible for scanning the card both on and off the bus. If your child does not scan on or off the bus, neither the school nor you will be able to track where or when your child has gotten on or off the bus.**
5. **To be able to track your child's location, you must register your child's card at <http://zpassplus.com>. If you have technical problems call 877-843-3847.**
6. **Follow the instructions on the website. Be sure you have the card number entered correctly and the student's name spelled correctly, or you may be tracking some other student or no one.**
7. **Report all loss of cards to Harlow's School Bus Service, Inc. or the bus driver. Harlow's can be reached at 701-444-3626 #6. Once payment is received, another card will be issued. You will have to go back to the website and register the new card (see #4).**
8. **Use of another student's card is prohibited.**
9. **If a new card is issued to the student, the old card, if found, must be returned to Harlow's. Old cards will not work with the Z-Pass system.**
10. **If you would like an app for your phone that maps your child's location, go to the app store and search for zpass+. You will need your ID and password that you registered the card with.**

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