



Book	POLICY MANUAL
Section	700 SUPPORT SERVICES
Title	STUDENT TRANSPORTATION SERVICES
Code	751
Status	Active
Adopted	March 7, 2022

The District will meet its legal obligations to provide mandated student transportation services to public school students and private school students using the method(s) that the District deems most appropriate to the particular circumstances. To the extent consistent with applicable law and School Board policy, the District may provide student transportation services by contracting with third-party entities, or by using District employees, contracts with parents, or other lawful methods.

In addition to providing legally-mandated student transportation, the District shall also provide student transportation services in other situations where permitted by state law and where such transportation has been appropriately authorized by (a) a School Board policy; or (b) a motion or resolution of the School Board, whichever may be applicable. To the extent permitted by law, the District may charge fees related to such additional transportation.

The Director of Business Services shall direct and manage the transportation services the District provides to public and private school students and coordinate such services among relevant parties in the interest of the students' safety and welfare. The Director of Business Services may delegate responsibility for the oversight of operational issues related to transportation services to another administrator or supervisory employee. The Director of Business Services shall also ensure that the District develops any administrative guidelines that may be necessary or advisable for the implementation of the School Board's transportation policies, and the Director of Business Services shall approve such guidelines and any revisions thereto.

Contracted Transportation Providers

The Director of Business Services and any other administrator or supervisor with responsibilities related to the oversight of student transportation services shall, upon recognition of any deficiency, recommend changes to District policies, procedures, guidelines, and contracts that will facilitate the ability of the District and any contracted service providers to maintain compliance with all vehicle, operator, insurance, and contract requirements established by state or federal law. The District shall not purchase, lease, rent, use, or contract for the use of a motor vehicle for student transportation, other than a properly marked and equipped school bus or authorized motor bus, if the motor vehicle is designed to transport 10 or more passengers including the driver (10 total between driver and passengers).

Student transportation via school bus may involve a contracted service provider. The following provisions concern contracted service providers (not including individual parent contracts) that provide student transportation services for the District:

1. For daily student transportation to and from school using school busses, the District will contract with one or more service providers as the School Board determines is in the best interests of the District. The contracting process will involve the periodic solicitation of bids or requests for proposals.
2. Each contract shall require the service provider to ensure that the drivers and vehicles used for student transportation meet the requirements established under state or federal law, School Board policy, or the contract itself. Such requirements shall include but are not limited to ensuring proper licensure, verifying all aspects of operator eligibility, providing operator training, maintaining appropriate insurance, conducting vehicle inspections, and monitoring vehicle operation.
3. Subject to approval of the Director of Business Services, the contracted provider shall initially determine and schedule regular bus routes and bus stops, taking into account factors such as the number and location of children, the safety of students, and the cost efficiency of the route. Changes to routes and schedules may be required during the school year, and the contracted provider shall provide advance notification of District-approved changes to affected families.
 - a. The Director of Business Services shall obtain School Board approval if he/she and the contractor's representative determine that it may be necessary for any student to spend more than **75** minutes on the bus on the way to or from school.

b. In connection with formulating routes and schedules, the contracted provider may designate pick-up/drop-off points along a proposed route that require one or more students to walk to the common pick-up/drop-off points. Absent extenuating circumstances, as approved in advance by Director of Business Services, the contractor shall not create routes and stops that would require a student to walk more than one-half (.5) mile from his/her dwelling to a common pick-up/drop-off point.

4. A contracted provider (via the contracted party, the contractor's driver, and/or any other employee of the contractor who may be assigned to provide services under the contract) shall have responsibility to supervise the students who are being transported and shall have the authority to enforce rules and directives and to monitor and appropriately respond to student conduct, except that the contractor is not delegated final authority to suspend or revoke a student's ability to receive/use District-provided transportation services. Further, nothing in this paragraph prevents the District from choosing to exercise concurrent supervisory authority through its officers or employees in any situation.

5. If a student or parent or guardian has a concern about a third-party contractor or any other individual involved in the provision of student transportation services who is not a District employee, the student/parent/guardian is expected to notify and work with the building principal, the Director of Business Services, or the Superintendent to resolve the concern with the third-party contractor or individual.

District Transportation Obligation

On days school is held, the District will provide, or otherwise contract or arrange for the provision of, student transportation to and from public school in all situations where state or federal law establishes a District transportation obligation, including at least all of the following:

1. Students who reside in the District according to the following chart and as measured by the usually-travelled route:

- 4K = .5 mile maximum
- 5K = 1.0 mile maximum
- Grades 1-4 = 1.25 miles maximum
- Grades 5-6 = 1.75 miles maximum
- Grades 7-12 = 2.0 miles maximum

2. Students who live in areas of unusual hazard as defined and identified in the District's transportation plan or as otherwise identified pursuant to procedures found in state law.

3. Students with disabilities who have individualized education programs (IEPs) that require transportation as a necessary service, and where applicable law requires the District to provide the service.

4. Students with disabilities as required by an order of the state superintendent of public instruction.

5. Any student who is homeless or an unaccompanied youth, as defined under federal law, and who has a legal right to District-provided transportation.

6. If a student is living outside the District, but is enrolled in the District as a resident student because the student's parents or guardians have joint legal custody, the District will transport the student to and from an agreed-upon location within the District upon request from the student's parent or guardian.

Student Conduct

To the fullest extent that state law considers a student who is utilizing the District's transportation services to be (1) at school; (2) under the supervision of a school authority; or (3) otherwise subject to the District's disciplinary jurisdiction or oversight or control, the student must abide by all applicable policies, procedures, rules, and directives that govern student conduct. Rules and directives may be established and enforced that are specific to the context of transportation and/or transportation-related safety. Students using transportation services are subject to appropriate discipline or other consequences or interventions related to their conduct, up to and including loss of transportation services, suspension or expulsion from school.

Legal

Section 115.76 [students with disabilities; definitions]

Section 118.15(2)(d) [technical college attendance for children at risk of not graduating from high school; transportation requirement]

Section 118.51(14) [full-time public school open enrollment; transportation provisions]

Subchapter IV of Chapter 121 [student transportation and transportation aid]

Section 340.01(56) [state law definition of school bus]

Section 345.05 [municipal liability for motor vehicle accidents]

PI 7 [unusually hazardous areas; parent contracts]

TRANS 300 [state rules governing the transportation of school children, including driver and passenger requirements]

Section 504 of the Rehabilitation Act of 1973 [programs/services for handicapped students]

20 U.S.C. Chapter 33 [Individuals with Disabilities Education Act (IDEA); programs and services for students with disabilities; IDEA regulations at 34 C.F.R. Part 300]

McKinney-Vento Homeless Assistance Act [equal access for homeless students; includes transportation provisions]

Omnibus Transportation Employee Testing Act of 1991 [alcohol and controlled substances use and testing requirements for individuals holding commercial drivers' licenses]

49 C.F.R. Part 40 [federal procedures for transportation workplace drug and alcohol testing programs]

49 C.F.R. Part 382 [federal regulations governing controlled substances and alcohol use by drivers and related testing]