

# Board Policy

Code No. 711.1R1

## STUDENT SCHOOL TRANSPORTATION ELIGIBILITY REGULATION

Distance to school or to a bus route shall be measured on the public highway only and over that most passable and safest roadway opposite the private entrance to the residence of the pupil and ending in the roadway opposite the entrance to the schools' grounds or designated point of a route.

The following guidelines will be used to determine eligibility for busing services for resident students.

### Middle School/Elementary Students

1. Distance greater than 2.0 miles from DAC (designated attendance center) at expense of school district.
2. Distance from 1.1 miles to 2.0 miles on a fee basis according to statutory bus limits.
3. Distance less than 1.1 miles from DAC – No bus services are provided according to statutory bus limits.

### High School Students

1. Distance greater than 3.0 miles from DAC at expense of school district.
2. Distance from 2.1 miles to 3.0 miles on a fee basis according to statutory bus limits.
3. Distance less than 2.1 miles from DAC – No bus services are provided according to statutory bus limits.

Students residing within the statutory bus limits will be afforded transportation provided they pay the applicable fee. The following conditions are in place for bus transportation on a fee basis:

1. Busing will be provided only on available routes and at designated pick-up and drop-off sites;
2. The fee for busing will be based upon the cost for busing (labor, gas, repairs, etc.) and shall not exceed the cost of pupil transportation of the prior school year;
3. The fee for bus transportation shall be paid in advance for an entire semester. Students new to the District shall pay a pro rata fee for the semester fee. Children moving out of the District prior to the conclusion of a semester may receive, upon request from the parents, a pro-rata reimbursement based upon the number of student attendance days remaining in the semester;
4. Passes may be purchased in the school offices, payable in advance;
5. Students must present their pass each time they board the bus, with the following exception:
  - a) a regular rider having presented his/her pass daily who claims the pass has become lost or left at home/school will be permitted to board the bus on two consecutive school days before being refused transportation; and
6. Waivers and/or exceptions may be considered by the Superintendent on a case-by-case basis.

### Pass System

A pass system will be used for all students. Passes are required to be carried at all times and shown upon request.

All students in all grades, will receive a bus pass on which their respective bus number will be marked.

### **Duplicate Passes**

The following procedures will be used when issuing duplicate passes:

- 1) First duplicate - \$1.00;
- 2) Second and each subsequent duplicate - \$5.00; and
- 3) These procedures will apply to both free and paid riders.

### **General Information**

Each student will be assigned to a certain bus. Passes may be used only for the bus for which they are issued. Passes are not transferable to other buses or students. The bus driver has the right to refuse a rider who has the wrong pass.

The Director of Operations or designee has the right to assign students to a particular bus. The Director will reassign students as needed, in order to adjust loads to make the best use of transportation equipment. Parents will be contacted in advance in the event of a bus time schedule change, or reassignment of a child to a different bus.

CHILDREN WHO ARE NOT REGULAR BUS RIDERS ARE NOT PERMITTED TO RIDE BUSES, EXCEPT IN THE CASE OF AN EMERGENCY. ARRANGEMENTS MUST BE MADE WITH THE DIRECTOR OF OPERATIONS OR DESIGNEE. If a regular bus rider is to ride a bus different than the one assigned, the parent is asked to send a signed request to the school secretary, who in turn will contact the transportation department for approval or disapproval. Factors in the decision include, but are not limited to the availability of space, disciplinary problems and frequency of requests. Students are not permitted to depart the bus other than their regular stop, without a written request from the parent. The request must include the date for the request and location of the stop.

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March 18, 2002  
December 3, 2007*

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February 19, 2013*