

## Board Policy

Code No. 711.6

### TRANSPORTATION OF NONSCHOOL GROUPS

Only in unusual circumstances will the board make school district transportation vehicles available to local nonprofit entities which promote cultural, educational, civic, community, or recreational activities for transporting to and from nonschool-sponsored activities in the state.

In the event school district transportation vehicles are made available to local nonprofit entities, it is the responsibility of the superintendent to develop administrative regulations for application for, use of, and payment for using the school district transportation vehicles. A school bus shall be used for these purposes only at times when it is not needed for transportation of pupils (Iowa Code 285.10, Paragraphs 9 and 10).

Requests for school bus use must be submitted to the Director of Operations. Applications are subject to the following:

1. All district buses must be operated by school personnel with an Iowa commercial driver's license, Class B, with air brake, passenger, and S endorsements. (See Iowa Code 285.22, Paragraph 10)
2. The group using the District bus is responsible for all costs including, but not limited to, salary and benefits of the driver, unless authorized personnel are donating their time, fuel, oil, and incidental expenses.
3. Prior to release of the school bus to the assigned driver(s), the supervisor of transportation shall certify that the involved driver(s) is thoroughly familiar with monitoring and checking the lubrication system, electrical system, cooling system, safety equipment, tire inflation, etc.
4. Proof of liability insurance coverage is required in accordance with board policy.

*Legal Reference:* Iowa Code §§ 285.1(21), .10(9), (10) (2011).  
281 I.A.C. 41.412; 43.10.

*Cross Reference:* 711 Transportation  
900 Principles and Objectives for Community Relations

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