



**CODE: C3**

## **TRANSPORTATION**

### **Policy**

Where it is reasonable and necessary to enable a student entitled or required to attend an elementary or a secondary school within the Mountain Views School District, the district may furnish transportation to students in grades K-12 who reside within the district. Pre-K students are not eligible for district provided transportation due to safety concerns. The school district may also provide transportation to non-resident students as authorized by the board. Accordingly, the Mountain Views School District has decided to furnish transportation under this policy.

The Superintendent or designee will establish routes and designate stops after considering both the safety of children and efficiency of operation. The Superintendent or designee will consider the following factors when determining routes and stops:

1. The age and health of pupils,
2. Distance to be traveled,
3. Condition of the road and
4. Type of highway.

The Superintendent may consider any other factors he/she deems appropriate when establishing routes and designated stops.

Upon request, the Superintendent shall submit to the school board for approval any contracts, leases or purchases necessary to maintain and operate transportation equipment, and shall include in his or her annual report to the board information as to all pupils transported by the school district and the expense thereof.

## GUIDELINES

### I. Eligible Riders

- A. Resident students in grades K-12 enrolled in Mountain Views School District schools.
- B. Persons authorized by the administration and/or school boards(s) for specific reasons (e.g. chaperones, coaches, monitors, etc.).

### II. Bus Routes/Bus Stops

- A. Routes and stops will be developed by the contractor and will be reviewed on an annual basis by the administration and the Mountain Views School District Board with an emphasis on a safe, efficient and economical system.
- B. The district attempts to maintain a bus schedule that begins no earlier than 6:30 a.m. and ends routes by 4:00 p.m.
- C. Parents /Guardians are responsible for the safety of their students on their way to and from the designated bus stop.
- D. Parents are expected to provide reasonable supervision of their students at bus stops prior to the arrival of the buses in the morning and after delivery of their students in the afternoon.
- E. Students in grades K-6 will be picked up and discharged only at his/her designated stop unless a written dated request is presented to their school.
- F. Inclement weather, road conditions, road construction, etc. may necessitate a deviation from the scheduled routes and/or bus stops. Notification will be given if time permits. Bus drivers are expected to use their best judgment in an emergency situation.
- G. Students in grades K-3 must have a parent, guardian, or assigned adult/sibling meet the child at the bus stop. In the event that a parent, guardian, or assigned adult/sibling is not at the bus stop, the child will be returned to their home school.
- H. Students should arrive at their designated bus stop at least 5 minutes before their scheduled pickup.
- I. Late bus routes will be developed by balancing a commitment to equity of opportunity with fiscal responsibility. A late bus route to district communities may be provided when there is a demonstrated need, on an annual basis. Demonstrated need consists of at least 10 students per transport at a minimum of 3 days per week. All district communities will be given the opportunity to demonstrate need through an initial survey. If the threshold for ridership is indicated in the survey, a late bus route will be provided for a trial period of 6 weeks to determine if at least 10 students ride at least 3 days a week.

### III. Student Behavior

- A. School bus transportation is a privilege which may be denied for good and sufficient reason. Building principals may establish rules and expectations, as necessary, to assure the safe and orderly transportation of students. The bus driver is granted the authority to enforce these rules.

- B. In case of disciplinary offense(s) a student may be removed from the bus immediately.
- C. A student's bus riding privileges may be suspended at the discretion of the School Administrator.

IV. School Choice Transportation

- A. Transportation for intra-district school choice students will be the responsibility of parents.
- B. There are limited school bus routes available for inter-town school choice which will be made available to parents as bus routes are finalized for the school year.
- C. These options are not guaranteed and are subject to change based on feasibility and enrollment.

V. Procedures

In the event a student fails to comply with the established rules, the following procedures will be followed:

- A. Driver may, if deemed necessary, stop, call for assistance, and have the rider removed from the bus.
- B. A written report will be created by the driver and given to the appropriate school office within 24 hours. A copy will go to the transportation contractors' office.
- C. The principal or designated administrator will seek clarifying information from the driver and/or contractors' office as necessary, and will discuss the incident with the student(s) involved.
- D. The administrator will confirm the report, assign any necessary disciplinary actions to the student, and notify the parent/guardian of this decision.

**REVISED**

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