

Idaho law and the State Board of Education have placed major responsibility for operating the school transportation system in the hands of the Board of Trustees. Although, in practice, the School Board delegates much of the day-to-day decision making authority to its administrative staff, final responsibility for decisions concerning student transportation rests with the Board of Trustees.

When a request has been made to change an existing bus route, or add a new one, all such routes will be reviewed to permit optimum student safety, program efficiency, and operational economy.

All requests for bus route changes shall be made at the regularly scheduled July meeting of the St. Maries Joint School District No. 41 Board of Trustees. All requests for such changes should be addressed to the Superintendent and submitted by the first Wednesday of July. The request should state the number of students to be affected, current locations of each student's residence, age, grade placement, signature of those parents requesting the change, and reason(s) for making the request.

Declaration of non-transportation zones shall be established at the August meeting. A non-transportation zone shall be comprised of an area in the District designated by the Board of Trustees which is impracticable by reason of scarcity of students, remoteness, or condition of roads, to be served by established bus routes. At that time, new requests will be approved or denied.

Any requests made after the July Board meeting shall be taken under advisement for the remainder of the school term. During this time, the Transportation Supervisor shall investigate the proposed route using the "Guidelines for Considering New Bus Routes." Under extraordinary and unusual circumstances, where student safety is a factor, special requests for transportation will be reviewed by the St. Maries Joint School District No. 41 Board of Trustees after the July deadline.

Annually, St. Maries Joint School District No. 41 will affirm that conditions of all prior approved safety busing requests are unchanged in accordance with Idaho Code Section 33-1502.

New safety busing applications will be submitted by March 20th of the school year to the Idaho Department of Education, Transportation Section.

In consideration of safety busing requests, the District shall adopt and use the Idaho Department of Education's recommended "measuring instrument" model to assure compliance. The District will re-evaluate all safety busing locations using said "measuring instrument" at least every three (3) years.

**Policy Cross Reference:**

**Legal Reference:**

Idaho Code §33-1502

Bus Routes – Non-Transportation Zones

**Policy History:**

Adopted:	01/13/1986
Reviewed:	03/14/2005
Amended:	03/14/2005
Reviewed:	08/04/2008