

The Board of Trustee's primary concern in providing transportation services to students is the safety and protection of the health of students.

St. Maries Joint School District No. 41 shall provide transportation to and from school for a student who:

1. Resides at least one and one-half (1.50) miles from the nearest appropriate school, determined by the nearest and best route from the junction of the driveway of the student's home and the nearest public road to the nearest door of the school the student attends or to a bus stop, whichever the case may be;
2. Is a student with a disability, whose Individual Education Program (IEP) identifies transportation as a related service; or
3. In the judgement of the Board of Trustees, has another compelling and legally sufficient reason to receive transportation services, including the age, health, or safety of the student.

The type of transportation provided by the District may be by a school bus, or by such individual transportation as paying the parent or guardian for individually transporting the student. The Board of Trustees may pay board and room reimbursements to a parent when a student resides within a non-transportation area (an area of a school district designated by the Board of Trustees as impractical, by reason of scarcity of students, remoteness, or condition of roads) but is otherwise eligible for transportation and cannot be transported in any authorized manner. The Board of Trustees may authorize students attending non-public schools to ride a school bus provided that space is available and a fee to cover the per-seat cost for such transportation is collected.

### **HOMELESS STUDENTS**

Homeless students shall be transported in accordance with the McKinney Homeless Assistance Act and state law.

### **FOSTER CHILDREN**

The Superintendent or designee shall implement the requirements for ensuring the educational stability for all school-aged students in foster care. Each of these provisions must emphasize the student's best interest determination. A written guideline must provide clarity to each school and staff member governing the transportation protocol for students in foster care. This includes the facilitation of transportation to the school of origin (when in the student's best interest.) Transportation will be provided, arranged, and funded for the duration of time in foster care. These procedures must confirm the following:

1. Students in foster care needing transportation to the school of origin will promptly receive that transportation in a reasonable and cost effective manner; and
2. Ensure that, if there are additional costs incurred in providing transportation to maintain students in foster care in their schools of origin, the District will provide transportation to the school of origin if:
  - A. The local child welfare agency agrees to reimburse the District for the cost of such transportation;
  - B. The District agrees to pay for the cost of such transportation; or
  - C. The District and the local child welfare agency agree to share the cost of such transportation.

**SAFETY**

The Superintendent and Transportation Supervisor shall develop written rules establishing the procedures for bus safety and emergency exit drills, and for student conduct while riding on buses, including for students with special needs.

**ELIGIBILITY TO RIDE**

1. All students, from K-12, who live more than one and one-half (1.5) miles from the school assigned, shall be eligible for school bus transportation.
2. Special cases of eligibility for bus transportation shall be determined by the Superintendent and St. Maries Joint School District No. 41 Board of Trustees.
3. “In lieu” mileage payments will be made for students living more than one and one-half (1.5) miles from an assigned bus stop upon proper and approved application.
  - A. Basic payment for transporting students (living more than one and one-half (1.5) miles from an assigned bus stop) by the parents is at a per mile rate as established by the State of Idaho and in accordance with present District policy.
  - B. Each family seeking reimbursement shall be paid at the rate of Ten Dollars (\$10.00) per month, plus round trip mileage paid at the State of Idaho mileage reimbursement rate. Families seeking “in lieu” payments are responsible for transporting the student the first one and one-half miles (1.5) miles of each trip and will not be reimbursed for the first one and one-half (1.5) mile of each trip. The Board of Trustees may limit payment to one (1) private vehicle for one (1) or more families.

**DENIAL OF SCHOOL BUS PRIVILEGES TO STUDENTS**

1. Any activity by the student which distracts the attention of the bus driver or in any way endangers the safety of other passengers, is subject to suspension or denial of riding privileges.
2. Safety is of prime importance for District students as they are transported to and from school and for school-sponsored activities. Bus transportation safety depends upon alertness on the part of the bus drivers and courtesy and good conduct on the part of the students being transported. Safety requires the cooperation of students, parents/guardians, and school personnel.
3. To report infractions, the bus driver will file a written Bus Conduct Report on available forms with the Transportation Supervisor and the student.
  - A. **BUS CONDUCT REPORT 1** – The parents/guardians will be called by the bus driver and informed when their student has become a safety risk on the bus due to not following a safety regulation.
  - B. **BUS CONDUCT REPORT 2** – Should behavior issues continue and a second Bus Conduct Report is written, the student will be called to the building principal's office to meet with the bus driver and their building principal. The parents/guardians will be called by the building principal and disciplinary action will be discussed.
  - C. **BUS CONDUCT REPORT 3** – Students who receive a third Bus Conduct Report will meet with their building principal, the Transportation Supervisor, and the bus driver. The parents/guardians will be contacted and a one (1) week suspension for the student to ride the school bus may be assigned.
  - D. **BUS CONDUCT REPORT 4** – Students who receive a fourth Bus Conduct Report, will meet with the building principal, bus driver, Transportation Supervisor, and parents/guardians to discuss the student's bus behavior. A three (3) week suspension for the student to ride the school bus may be assigned.
  - E. **BUS CONDUCT REPORT 5** – Students who receive a fifth Bus Conduct Report may be considered for a suspension of bus riding privileges for the remainder of the school year. The student and their parents/guardians will be required to appear before the Board of Trustees, in executive session, to review the student's bus privileges and behavior, and to make a final determination.
4. St. Maries Joint School District No. 41 Board of Trustees may, for cause, deny transportation to any student in any school bus operated by the District. When transportation is denied, the building principal shall be notified to assure that

transportation is not listed as a “related service” for the student on an Individual Education Plan. Written notice will be given to the student’s parents or guardians.

**REGULATIONS GOVERNING STUDENTS RIDING SCHOOL BUSES**

St. Maries Joint School District No. 41 Board of Trustees has adopted regulations governing students riding school buses to and from school and on school-sponsored activities.

All students transported by the District shall abide by the following safety regulations. Failure to comply will be sufficient reason for suspension of riding privileges.

1. Arrive at the bus stop at least five (5) minutes prior to scheduled pick-up.
2. Never run to, from, or on the bus.
3. Exercise caution in bus loading/unloading zone, standing back from the curb.
4. Keep bus aisles and exits clear.
5. Students will face forward in the seat. Remove backpacks and place the backpack in the student’s lap.
6. Students shall not throw objects of any nature in the bus, at the bus, or out of the bus.
7. Students will properly deposit trash and waste items on the bus in waste receptacles.
8. Students shall not stand or move from seat to seat any time other than when stopped for loading or unloading at a student’s bus stop.
9. Students shall not make loud distracting noises by voice or mechanical instrumentation, including electronic communication devices.
10. Students shall not cross arterial roads and highways for loading/unloading other than in front of the bus.
11. Students shall not mischievously destruct or change the school bus structure.
12. Students shall not physically or verbally abuse the bus driver or other passengers or their belongings.
13. Students shall not use the emergency door for reasons other than emergency safety measures.

14. Students being transported are under the authority of the bus driver.
15. Fighting, inappropriate physical contact, or boisterous activity is prohibited on the bus.
16. Students shall not bring animals, firearms, weapons, or other potentially hazardous materials or objects on the bus.
17. Students must remain in their assigned seat.
18. Students shall converse in normal tones. Loud, profane, or vulgar language is prohibited.
19. Students shall not open or close windows without permission of the bus driver.
20. Students shall be courteous to the driver, to fellow students, and passers-by.
21. Students who refuse to promptly obey the directions of the bus driver or refuse to obey regulations may forfeit their privilege to ride.
22. No food or drinks are allowed on the buses.
23. As authorized in Board Policy 505.06 – Electronic Communications Devices, students are allowed to bring electronic communications devices on the school buses. For safety reasons however, the use of such electronic communications devices shall be limited to those periods of time authorized at the discretion of the school bus driver.
24. Each student shall be responsible for the safety of self and others.
25. Students shall enter the bus with the least possible confusion, be seated, and remain seated until the bus stops for students to unload.
26. Students shall keep all parts of their body inside the bus except when unloading.
27. If it is necessary for the student to cross the road, they must:
  - A. Cross fifteen (15) feet in front of the bus; and
  - B. Wait at the right edge of the roadway for signal from the bus driver before proceeding into the traffic lane.
28. Students shall stay away from the bus except when loading and unloading.
29. Students are responsible to be on time for the bus.

30. Students shall observe traffic and safety requirements when walking to and from the bus stop.
31. Students shall promptly respond to the bus driver's requests.
32. Students shall wait in an orderly line and avoid "horseplay."
33. Students shall go directly to an available or assigned seat when entering the bus.
34. Students shall not use or possess tobacco, alcohol, drugs, and/or controlled substances on the school bus.
35. Students shall not throw or pass objects on, from, or into buses.
36. Except when prior approval is granted, students are to carry on only objects that can be held on their laps.
37. Students shall not leave or board the bus at locations other than the assigned home stop or assigned school unless such arrangements have been made through Board Policy 702.12, Special Request for Two Address Busing.

**TEACHERS DETAINING BUS STUDENTS**

No bus student shall be detained by a teacher after school without full knowledge and cooperation by the principal and the student's parents.

**TRANSPORTATION REQUISITIONS - SCHOOL SPONSORED EXTRA-CURRICULAR ACTIVITIES**

1. Transportation requisitions for school bus use for class, club, or athletic activities must be filed by the sponsoring teacher or coach, approved by the principal, and sent to the Transportation Supervisor's Office the week before the bus will be required.
2. No restrictions should be placed on students riding on such requisitioned buses except:
  - A. They must be a member of the requisitioning group; and
  - B. They must be free of disciplinary action incurred on other busing activities or regular routes.
3. Bus drivers and students in such requisitioned buses shall be subject to all regulations, policies, and requirements of a regular bus driver and rider.

4. A staff member must serve as a chaperone and accompany each bus to and from all approved school-sponsored activities.
  - A. Such chaperone must insure that all students riding the bus to an event must also return on the bus from that event unless other provisions are made before the trip.
  - B. Such chaperone must check that each student has a, "permit to travel slip" provided by the office and signed by the student's parents.
  - C. Discipline practices against such students by the bus driver shall be the same as that of a regular route.
  - D. All students are responsible for returning the bus in the same order of cleanliness in which they received it.
  - E. All students riding the bus to any away games and/or any school events must ride the return bus unless prearranged the day before. Prearranged transportation slips may be picked up at the school office, signed by the parents/guardians and returned to the office for approval by the principal. On spur of the moment, parents/guardians may want to have their child ride home with them. In cases of this nature, the chaperone in charge of the activity may use their discretion. A STUDENT WILL NOT BE GRANTED PERMISSION TO RIDE HOME WITH ANYONE OTHER THAN HIS OR HER PARENTS/GUARDIANS.

Students failing to comply with the above policies may not be given the privilege of school transportation, and may not be allowed to represent the school in athletic functions.

5. The size of the group must be such that the school bus requested is appropriate for safety and economy.

### **STUDENT COMPLAINTS**

Students are obligated for reasons involving personal safety, to initiate a complaint against other passengers for misconduct and/or to initiate a complaint against the bus driver for improper operation and/or lack of disciplinary control.

1. A complaint against another passenger other than the bus driver shall be lodged with the bus driver.
2. A complaint against the bus driver shall be lodged with the Transportation Supervisor.

3. All complaints shall be in writing and signed by the complainant.

**Policy Cross Reference:**

Board Policy 505.06	Electronic Communications Devices
Board Policy 702.13	Safety Busing
Board Policy 702.15	Bus Routes, Stops and Non-Transportation Zones

**Legal Reference:**

**Policy History:**

Adopted:	10/14/1985
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