

Ashland School District 5

Code: **EEBB**
Adopted: 6/07/04
Readopted: 5/08/17
Orig. Code(s): EEBB

Use of Private Vehicles for District Business

Staff will use district-owned vehicles whenever reasonable and will schedule activities and transportation far enough in advance to avoid any nonemergency use of private vehicles.

The superintendent will develop administrative regulations for staff use of private vehicles that will safeguard the district, its employees and students in matters of safety, insurance and liability.

No staff member will use a private vehicle for district business, including the transportation of students, without written permission from the superintendent or designee. Authorization to use a private vehicle must be obtained before actual use. Staff members who are authorized to use a personal vehicle on district business will be reimbursed in an amount established by the Board.

Staff members transporting students in private vehicles must obey seat belt/child safety system laws.

No student will be allowed to perform district business with his or her own automobile, a staff member's automobile or a district-owned vehicle.

END OF POLICY

Legal Reference(s):

[ORS 30.260 to -30.265](#)
[ORS 332.107](#)
[ORS 801.455](#)

[ORS 811.210](#)
[ORS 815.055](#)
[ORS 815.080](#)

[OAR 735-102-0010](#)

Cross Reference(s):

DLC - Expense Reimbursements *