

Helix School District 1R

Code: **EEAD**
Adopted: 7/2/97
Orig. Code(s): None

Special Use of School Buses

The Helix School Board intends to make school buses available to community groups with the Helix District in a manner that does not conflict with the educational program of the District and which is otherwise fiscally possible.

The following guidelines will govern all such community group requests for use of District vehicles.

1. The Helix School Board, with the advice of the District superintendent/principal, will develop a procedure for the use of school vehicles;
2. The procedure will require supervision by the community group making the request or by paid District staff;
3. The activity will not interfere with the school program or regular bus schedule;
4. The community group will be completely responsible for the total cost of the approved trip at the District's going rate which will be a predetermined cost per mile of operation;
5. Helix School District employed drivers will be used;
6. Authorization of such use must be approved by the superintendent/principal or designee;
7. Request shall be in writing indicating community group trip plan including dates, time of departure and return, and signature of adult responsible for activity.

END OF POLICY

Legal Reference(s):

[ORS 332.427](#)
[ORS 811.210](#)