

Pilot Rock School District 2R

Code: **EEBB**

Adopted: 5/20/98

Revised/Readopted: 1/18/17

Orig. Code(s): EEBB

Use of Private Vehicles for District Business

The Board discourages the use of private vehicles for district business, including the transportation of students. District staff will use district-owned vehicles whenever possible and should schedule both activities and transportation far enough in advance to avoid any nonemergency use of private vehicles.

The superintendent will develop regulations for staff use of private vehicles which will safeguard the district, its employees and students in matters of safety, insurance and liability. The Board will review such regulations at least annually.

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

Students who drive their own vehicles for district business must have a signed parental permission form on file with the district. If the student transports other students, all students involved must have signed parental permission forms on file.

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