

# Springfield School District 19

Code: **EEBA**  
Adopted: 3/17/05  
Readopted: 2/26/07  
Orig. Code(s): EEBA

## District Vehicles

The district maintains a fleet of vehicles for use by staff for work-related in-town and out-of-town travel. These vehicles may be driven only by district employees over 18 years of age having valid Oregon driver licenses. When transporting students the employee must be 21 years of age or older. In addition, to operate district-owned vehicles with a gross vehicle weight (GVWR) exceeding 26,000 pounds, a school bus, or a vehicle carrying 16 or more passengers, employees must hold a valid commercial driver license.

The district shall deny use of district-owned vehicles to any employee who: 1) has not been authorized by the district to drive fleet vehicles; 2) has a restricted or suspended driver license for a cause involving the unsafe operation of a motor vehicle or because of driving record; 3) has a record of more than two moving violations within the past three years; 4) has been convicted for operating a vehicle under the influence of drugs or intoxicants.

The district reserves the right to deny use of district owned vehicles to any employee who has been cited for operating a vehicle under the influence of drugs or intoxicants; or who has been involved in a motor-vehicle accident when driving a district-owned vehicle.

Volunteers, parents, students, student teachers, sub-contracted workers, workers leased through temporary service companies, and non-district employees (e.g. ESD employees) are not authorized to operate district-owned vehicles.

The superintendent or designee will develop procedures to support this policy.

All drivers operating district-owned vehicles shall use seat belts. Failure to do so is grounds for discipline, up to and including dismissal.

The driver of any district-owned vehicle, except school buses, is responsible for determining that the proper number of seat belts is available for the passengers and their use is required.

Additionally, all drivers operating district-owned vehicles or conducting district business while driving a privately-owned vehicle, shall ensure that children four or five years of age or who weigh between 40 and 60 pounds, regardless of age, are properly secured in a child safety system that meets the minimum standards and specifications of law. The vehicle shall not be driven until the driver and all passengers are properly buckled and properly secured.

A district vehicle more than 10,000 pounds or equipped with a lap belt only is exempt from child safety system requirements.

END OF POLICY

**Legal Reference(s):**

[ORS 341.290 \(2\)](#)

[ORS 801.455](#)

[ORS 811.210](#)

[ORS 820.105](#)

[ORS 820.110](#)

[ORS 820.120](#)

[OAR 437-002-0220 to -0227](#)