

School Bus Scheduling and Routing

Since roads determined to be unsafe by the superintendent and/or transportation coordinator may be the only routes to the residences of district students, and since patrons may be insistent that such roads be traveled by district busses in order to maximize their family convenience, the following guidelines will be implemented in case of a dispute between the district and individual patrons concerning bus scheduling and routing:

1. Bus routes determined by the administration and/or transportation coordinator to be unsafe for bus travel or “van” travel will necessitate meeting students at a safe “turnaround” nearest to the residence(s) in question on the closest district-approved road;
2. Weather conditions may also cause certain routes to be altered or shortened during rainy or snowy weather;
3. Roads which are not maintained by the county or which are posted as unsafe for travel without a four-wheel-drive vehicle will not be serviced by the district’s transportation coordinator.

Complaints about decisions involving circumstances described above and similar situations involving the travel safety of district students should be presented to the superintendent on the form *Public Complaint Regarding Bus Scheduling and Routing*.

Should the superintendent not be able to resolve the problem after consultation with the county road personnel, the district transportation coordinator and others of his/her choosing – including a personal inspection of the routes in question – the complaint will be forwarded to the Board for an appeal by complainant(s). The Board’s decision shall be final.

Public Complaint Regarding Bus Scheduling and Routing

1. Complainant's name(s): _____

2. The complaint: (Please include names, dates and other pertinent specific information.)

a. The problem: _____

b. The people/roads involved: _____

c. Complainant suggestions for solution as related to others:

d. Complainant suggestions for solution as related to self/selves:

3. Conference request:

I/We request a private conference with the superintendent regarding the complaint noted above, realizing that a copy of this complaint will be sent to the "people involved," as named above (2. b.)

Yes No

4. Complainant's(s') signature(s) and dates:

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School bus stops and routes will be planned and organized by the superintendent and/or the transportation coordinator to ensure student safety and maximum bus-use efficiency. In this process, Board policy and applicable state and federal laws will be observed.

1. Student safety shall always be the major consideration in any route decision.
2. Bus routing will be reviewed annually by the superintendent/designee and the transportation coordinator.
3. Anyone requesting a route change must be referred to the transportation coordinator.
4. Route conditions will be reviewed routinely for possible upgrading of service.
5. Routes will be planned to ensure the minimum amount of time elapsing from first pick-up to school, commensurate with economical efficiency and safety considerations.
6. Bus routes shall traverse only those roads which are city, county, state or federal roads at the district's discretion.
7. K-8 students living within one mile of the school may be transported for health, safety or other reasons.
8. Secondary students eligible for district bus transportation may be expected to walk up to one and one-half mile to a bus stop after reaching city, county, state or federal roads. K-8 students may be expected to walk up to one mile to a bus stop after reaching city, county, state or federal roads.
9. Seat space shall be provided for each student. Students must not stand.
10. Students may be transferred directly from one bus to another while being transported to and from school as long as no safety hazard is involved.
11. Where feasible, bus stops will be designated and students will be expected to gather at the assigned stops.
12. In order to ensure adequate space and safety, the transportation of students for non-school group activities during regular school-to-home routes requires prior approval from the superintendent.
13. Staff members and patrons who sign a liability release and obtain prior written administrative and contractor approval may use transportation routes if space permits.