

Special Use of District Buses/Vehicles

School buses and other district vehicles may be used for school-sponsored and supervised activities that have been approved by the Board as being a part of the district's educational program or beneficial to the district.

1. Parties requesting the use of district buses/vehicles for trips will have an itinerary which clearly states: grade, number of students, purpose and time of departure and return.
2. Requests will be submitted to the building principal and final approval will be made by the Board.
3. A chaperone (e.g., teacher, coach, parent etc.) shall accompany students on the bus/district vehicle as a student supervisor and shall accept the responsibility for passenger behavior. Behavioral rules are defined by the State Board of Education regulations governing student riding school buses and district policy EEACC - Student Conduct on School Buses.
4. In no case will a bus driver be expected to operate the bus without the above-mentioned chaperone except for regular daily routes and the regular afterschool activity routes.
5. District vehicles may be used for staff activities which include in-service, worker meetings, representing the district when approved by the superintendent or his/her designee.
6. District vehicles may be used by non-employees representing the district when such persons are acting in and for the welfare and improvement of school functions and operations and when approved by the Board.
7. Rental of buses may be made available to private individuals or groups based on the availability of the vehicle and subject to the approval of the Board. The charge made for such rental will be designated to recapture operating expenses.
8. Trips which may require an overnight stay will be approved by the Board prior to the activity with a detailed agenda/timeframe.

END OF POLICY

Legal Reference(s):

[ORS 332.405 to -332.427](#)
[ORS 801.460](#)
[ORS 811.215](#)

[OAR 581-023-0040](#)
[OAR 581-053-0002](#)
[OAR 581-053-0004](#)

[OAR 581-053-0031](#)
[OAR 581-053-0210](#)
[OAR 581-053-0230](#)