

## OPERATIONAL SERVICES

### **4:110 Transportation**

Effective Date: 1 August 2008

The District shall provide free transportation for all students in the District: (1) grades K – 12 and residing at a distance of one and one-half miles or more from their assigned schools, or designated pick-up point,\* unless the Board has certified to the Ill. State Board of Education that adequate public transportation is available, or (2) residing within one and one-half miles from their assigned schools where walking to or from school or to or from a pick-up point or bus stop would constitute a serious hazard due to vehicular traffic or rail crossing, and adequate public transportation is not available as determined by the Ill. Dept. of Transportation. A student's parent(s)/guardian(s) may file a petition with the School Board requesting transportation due to the existence of a serious safety hazard. Free transportation services and vehicle adaptation for special education students shall be provided if included in the students' individualized educational programs. The District may provide transportation to and from school-sponsored activities. Non-public school students shall be transported in accordance with State law. Homeless students shall be transported in accordance with Section 45/1-15 of the Education for Homeless Children Act. Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

\*The District shall maintain the following designated community pickup locations for K-12 students residing at a distance of one and one-half miles or more from their assigned schools:

Bellflower: Bellflower Community Center

Mansfield: Mansfield Elementary

Farmer City: Schneider Elementary

#### Pre-Trip and Post-Trip Vehicle Inspection

The Superintendent or designee shall develop and implement a pre-trip and post-trip inspection procedure to ensure that the school bus driver: (1) tests the two-way radio or cellular radio telecommunication device and ensures that it is functioning properly before the bus is operated, and (2) walks to the rear of the bus before leaving the bus at the end of each route, work shift, or work day, to check the bus for children or other passengers in the bus.

Bus schedules and routes shall be determined by the Superintendent or designee and shall be altered only with the Superintendent or designee's approval and direction. In setting the routes, the pick-up and discharge points should be as safe for students as possible.

No school employee may transport students in school or private vehicles unless authorized by the administration.

Every vehicle regularly used for the transportation of students must pass safety inspections in accordance with State law and Ill. Dept. of Transportation regulations. The strobe light on a school bus may be illuminated only when the bus is actually being used as a school bus and (1) is stopping or stopped for loading or discharging students on a highway outside an urban area, or (2) is bearing one or more students. The Superintendent shall implement procedures in accordance with State law for accepting comment calls about school bus driving.

All contracts for charter bus services must contain the clause prescribed by State law regarding criminal background checks for bus drivers.

Before exiting a bus all drivers shall shut off the ignition, activate the interior lights and walk to the rear of the bus to check for children on board. If an electronic device is used, that device must activate the interior lights when the ignition is shut off.

Each district bus shall display a telephone number on the rear of the bus to be used to report erratic driving. The Transportation Supervisor shall investigate all reports of erratic driving issued to the displayed telephone number and report what action was taken to the complainant. The Transportation Supervisor shall keep a log of these calls and reports to complainants.

The District may make both visual and audio recordings on the interior of a school bus when transportation is provided for any school related activities. Notice of such recordings will be provided to parents in the student handbook and will be posted on the entrance door and inside the school bus. Recordings must be held confidential and can only be used by school officials and law enforcement personnel for disciplinary actions or prosecutions related to incidents occurring in or around the school bus.

#### LEGAL REF.:

20 U.S.C. §6312(c)(5)(B), Elementary and Secondary Education Act.

42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.

105 ILCS 5/10-22.22 and 5/29-1 et seq.

105 ILCS 45/1-15 and /1-17.

625 ILCS 5/1-148.3a-5, 5/1-182, 5/11-1414.1, 5/12-813.1, 5/12-815, 5/12-816, 5/12-821, and 5/13-109.

23 Ill.Admin.Code §§1.510 and 226.750; Part 120.

92 Ill.Admin.Code Part 440.

CROSS REF.: 4:170 (Safety), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:280 (Duties and Qualifications), 6:140 (Education of Homeless Children), 6:170 (Title I Programs), 7:220 (Bus Conduct)

Adopted: May 15, 2019

**Blue Ridge CUSD 18**

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