

	<b>ABERDEEN SCHOOL DISTRICT</b>	<b>NEPN Code: EE-R</b>
	<b>POLICIES AND REGULATIONS</b>	

## **TRANSPORTATION SERVICES-REGULATIONS**

### **SECTION 1 - STUDENT ELIGIBILITY FOR TRANSPORTATION**

The district will provide transportation to Aberdeen Public Schools for students whose residence meets these guidelines:

All K-8 students living more than five (5) miles from their attendance centers and living within the boundary assigned by the District. The parent or guardian of a student who has been accepted for either an in-district or a district transfer is responsible for transporting the student to and from the receiving school without reimbursement.

The district may provide a mileage allowance in lieu of transportation for students eligible for transportation in accordance SDCL 13-30-3. Parents are reimbursed at the statutory rate per family for distances actually traveled in excess of five (5) miles each way.

The Superintendent or his designees may permit special, limited transportation arrangements for individual students from time to time for factors of safety or special child-assistance.

When streets or avenues suggest boundary, the center of the road is the division line.

The loading areas of bus stops within transportation areas will be designated after the establishment of the areas to have bus service.

### **SECTION 2 - TRANSPORTATION FOR SPECIAL EDUCATION STUDENTS**

The district may provide appropriate transportation to special education students within the district to district schools as determined by a placement committee and addressed on a student's Individualized Education Plan (IEP). Additionally, the district will provide a transportation allowance to the parent or guardian of a special education student who is transported to an institution for a special program which is a part of the student's IEP. This allowance shall be paid in accordance with SDCL 13-30-3 and SDCL 13-37-8.9.

### **SECTION 3 - ESTABLISHMENT OF RURAL BUS STOPS**

In rural areas where homes are platted and built in residential density, school bus stops will be established. The administration and the bus contractor will locate such bus stops on the basis of student safety.

### **SECTION 4 - SCHOOL BUS RULES FOR PUPILS**

1. The following rules have been adopted in the interest of student safety.
2. While riding in district-provided transportation, students are expected to display courteous behavior and obedience to rules.
3. Students who are waiting for, entering, or leaving bus pickup areas are expected to act in a responsible manner so as not to infringe on the rights of others.
4. The driver is in full charge of the pupils and the bus.

5. If seats are assigned, pupils must occupy the seat assigned to them. Once seated, a student must retain that seat for the term of the ride.
  6. The same courteous conduct as is expected in the classroom must be observed while on the bus. Ordinary conversation is permitted. Loud and vulgar language is not permitted.
  7. Pupils must not, at any time, put hands, arms, or heads out of the bus windows.
  8. Pupils must await the signal from the driver to cross a road or highway, then cross promptly. The crossing should be made approximately 10 feet in front of the bus, in full view of the driver.
  9. Pupils are to refrain from other disruptions. Disruptions reported by the bus driver and approved by the school principal will be deemed a violation.
  10. **If your child has a health problem, such as diabetes, epilepsy, etc., that you feel the bus driver should be aware of, please inform the driver.**
  11. Students who change to a different route for one or more days must present to the driver a note signed by a parent/guardian detailing the reasons for the change.
  12. Failure to observe the above rules as determined by the principal may necessitate the following action:
    - 1st violation - Warning from the bus driver and a written report to the school principal to be passed on to the parent.
    - 2nd violation - Suspension of bus privileges for five school days.
    - 3rd violation - Suspension of bus privileges for ten school days. Continued violations could result in further ten-day suspensions or suspension of bus privileges for the remainder of the school year.
- NOTE: The penalty for the 1<sup>st</sup> and 2<sup>nd</sup> violations may be increased if, in the judgment of the driver and principal, the infraction is of a serious nature (e.g. fighting, possession of lighters, possession of weapons, etc.).
13. In cases of suspension, the action will not be in effect for the same day and will not be invoked until the parent is notified and provisions are made for the student to return home.
  14. In any case of suspension, when the student or the parent requests a review, the Director of Transportation may conduct a review.
  15. The request for a review is made by the parent to the principal or assistant principal of the child's school.
  16. A review consists of an examination of the facts as presented in the written documentation and discussion with one or more parties to the issue. The Director of Transportation may then enter a finding and establish orders with respect to the dispensation of the case.

17. If the parent is dissatisfied with the outcome of the review in #16, he/she may request an informal review conference in the presence of the Director of Transportation. Such review, if held, will be held as soon as practicable, and the suspension will be postponed pending the outcome of the review conference.
18. In keeping with uniformity, there shall be no deviation from the suspension days as stipulated for the violations without approval of the Director of Transportation.
19. In order that there is no misunderstanding of the above, we are requesting that the parents of students, as well as the student riding the bus, sign and return the busing service agreement.

**LEGAL REFERENCES:**

SDCL 13-28 School Attendance Privileges and Tuition  
SDCL 13-29 School Buses and Transportation of Students  
SDCL 13-30 Student Allowances in Lieu of Transportation  
SDCL 13-32 Supervision of Students and Conduct of School

**ADOPTED:** March 13, 2000

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