

**SCHOOL POLICIES
INDEPENDENT SCHOOL DISTRICT 16**

| | | |
|----------------|-----|---|
| POLICY | 710 | Page: 1 of 2 |
| SERIES | 700 | Non-Instructional Operations |
| SUBJECT | 710 | Extracurricular Transportation |
| Adopted | | May 8, 2001 |
| Revised | | December 9, 2003; February 10, 2009; September 12, 2017 |

I. PURPOSE

The purpose of this policy is to make clear to students, parents and staff the school district's policy regarding extracurricular transportation.

II. GENERAL STATEMENT OF POLICY

The determination as to whether to provide transportation for students, spectators or participants to and from extracurricular activities shall be made solely by the school district administration. This determination shall include, but is not limited to, the decision to provide transportation, the persons to be transported, the type or method to be utilized, all transportation scheduling and coordination, and any other transportation arrangements or decisions. Employees who are involved in extracurricular activities shall be advised by the administration as to the transportation arrangements made, if any.

III. ARRANGEMENT OF EXTRACURRICULAR TRANSPORTATION.

School district employees shall not undertake independent arrangement, scheduling or coordination of transportation for extracurricular activities unless specifically directed or approved by the school district administration. All transportation arrangements made by a school district employee must be approved by a building administrator. If the school district makes no arrangements for extracurricular transportation, students who wish to participate are responsible for arranging for or providing their own transportation.

IV. NO EMPLOYEE TRANSPORTATION OF STUDENTS WITH PERSONAL VEHICLES.

An employee must not use a personal vehicle to transport one or more students. However, employees may make appropriate transportation arrangements for students as necessary in an emergency or other unforeseeable circumstance.

If any emergency transportation arrangements are made by employees pursuant to this section, the relevant facts and circumstances shall be reported to the administration as soon as practicable.

V. FEES

In its discretion, the school district may charge fees for transportation of students to and from extracurricular activities conducted at locations other than school, where attendance is optional.

Legal References: Minn. Stat. § 123B.36 (Authorized Fees)