

Operational Services**Transportation**

The District shall provide free transportation for any student in the District who resides: (1) at a distance of one and one-half miles or more from his or her assigned school unless the Board has certified to the Illinois State Board of Education that adequate public transportation is available, or (2) within one and one-half miles from his or her assigned schools where walking to school 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. A student's parent(s)/guardian(s) may file a petition with the Board requesting transportation due to the existence of a serious safety hazard. Non-public school students shall be transported in accordance with State law. Homeless students and students with disabilities shall be transported in accordance with federal and State law. Foster care students shall be transported in accordance with Section 6312 (c)(5)(B) of the Elementary and Secondary Education Act.

Only students attending Rockford Public Schools, School District employees or classroom volunteers with the permission of the Superintendent or designee, may ride the school bus (provided, that students with disabilities shall be transported to schools outside the District when specified in an individualized educational program, and students attending non-public schools being transported pursuant to state law). No students with animals shall be allowed on a school bus except with permission of the Superintendent or designee; however, if an animal is transported it shall be confined at all times when on the school bus. The Student discipline code shall apply to all students riding a District school bus, District owned vehicle, or District contracted vehicle.

A student who is required, for disciplinary reasons, to serve a detention period either before or after a regular school day shall be provided transportation unless the parent/guardian of the student has agreed to provide transportation.

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, except as provided below.

Every vehicle regularly used for the transportation of students must pass safety inspections in accordance with State law and Illinois Department 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.

Students with Disabilities Transportation

Free transportation services and vehicle adaptation for special education students shall be provided if included in the students' individualized educational programs.

Educational Tours, Field Trips and Outdoor Education Classes

School funds shall not be expended for transportation costs associated with an educational tour.

Transportation may be provided for students attending school sponsored field trips and outdoor education classes and a reasonable charge may be assessed for such transportation in an amount not to exceed the cost of providing such transportation including a reasonable allowance for depreciation. The Superintendent or designee may authorize the use of school buses for transportation for school sponsored field trips and outdoor education classes if approved pursuant to Board policy, and determine whether a charge will be made therefore.

Extra Curricular Activities and Athletics

Transportation may be provided for students participating in school sponsored extra-curricular activities and athletic activities and a reasonable charge may be assessed for such transportation not exceeding the cost thereof, including a reasonable allowance for depreciation. Custodial parent/guardians may transport their own child to and from an event. They must sign their child out with the coach prior to leaving. Where the district does not provide transportation, students and their parent/guardian are required to provide their own transportation.

Emergencies

Staff transportation of students in district vehicles or private vehicles is prohibited absent prior authorization from the administration. Notwithstanding, the Board recognizes that from time to time situations may arise in which students attending school sponsored activities and events do not have transportation home following the event. In the event that students are left without transportation home after a school sponsored activity or event which is conducted at a location other than a District facility, and in other non life threatening circumstances, certificated employees of the District may transport students home provided that they possess minimum automobile injury and liability insurance coverage of \$100,000.00/\$300,000.00. Where an employee transports students under this section the employee shall, not later than the day following the event, make a written report to the building principal of the school sponsoring the event including the name and address of the student transported and the time of departure and arrival at the student's home, and the mileage.

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 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.

LEGAL REF.: Elementary and Secondary Education Act, 20 U.S.C. §6312 (c)(5)(B).
McKinney Homeless Assistance Act, 42 U.S.C. §11431 et seq.
105 ILCS 5/10-22.22 and 5/29 et seq.,
105 ILCS 45/1-15
625 ILCS 5/1-148.3a-5, 5/1-182, 5/11-1414.1, 5/12-813, 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 §440-3.

CROSS REF.: 4170, 5.100, 5.120, 5.280, 6.140, 7.220

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