

EDAA School Vehicles

EDAA

School buses will not be loaned, leased or subcontracted to any person, groups of persons or organizations except as allowed by law subject to board approval.

No public funds will be spent by the board to hire, rent or lease any form of transportation to be used by any student, school employee, patron or any organization to transport anyone to or from a religious activity.

Liability

All school vehicles will be adequately insured.

Safety

Every bus driver shall have authority and responsibility for the passengers riding in school buses.

Safety Inspection

The transportation director shall be responsible for bus and other transportation inspections.

Scheduling and Routing

Scheduling and routing shall be the responsibility of the transportation director.

Records

Every bus or other vehicle driver of school vehicles will keep accurate records pertaining to each assigned vehicle. The types of records shall be developed by the transportation director.

Licensing of Drivers

It shall be the responsibility of all school bus drivers to register with the superintendent annually the validity of license certification by the Kansas Department of Revenue. If a school bus driver's license is suspended or revoked at any time, the suspension or revocation shall be reported to the superintendent and the employee shall immediately cease driving a school bus. School bus drivers shall receive a copy of this policy annually on registering their driving certification with the superintendent.

Approved: January 26, 2004

Safety

Students or other persons riding school buses who violate district bus passenger rules will be reported to the proper administrative official. Violations of these rules may result in disciplinary action by school officials.

Safety Inspection

Defects found in school vehicles shall be repaired as soon as possible. The director of transportation shall be responsible for keeping school vehicles in good operating condition.

Scheduling and Routing

Bus and transportation schedules and routing maps will be updated annually prior to the opening of school.

Records

Any record developed by the district for the purpose of monitoring vehicle use will include but will not be limited to the following information: miles driven each trip, gas and oil usage, purpose of the trip, destination, time departing and time of return. Such records will be signed by each driver at the conclusion of each trip and submitted to the person responsible for collection of these records. An annual summary report will be used in the compilation of the district's budget. A copy of the annual report may be given to the board on or before the regular board meeting in June or upon request.

Housing of School Vehicles

All school vehicles shall be housed in areas designated by the superintendent. Buses may be housed in the district's central storage area or assigned to a designated driver who may then house the bus as directed.

If district cars or vans are assigned to designated employees, the employee shall be responsible for the proper care, maintenance and housing of the vehicle either at a district-owned site or at the employee's residence.

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