



Pupil Transportation Services Plan

For Fiscal Years 2022/23 and 2023/24

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MANDATE

California Education Code Section 39800.1 states:

- (a) As a condition of receiving apportionments under Section 41850.1, a local educational agency shall develop a plan describing the transportation services it will offer to its pupils, and how it will prioritize planned transportation services for pupils in transitional kindergarten, kindergarten, and any of grades 1 to 6, inclusive, and pupils who are low income. The plan shall be adopted by the local educational agency's governing board on or before April 1, 2023, and updated by April 1 each year thereafter. The plan shall include the following components:
 - (1) A description of the local educational agency's transportation services that would be accessible to pupils with disabilities and homeless children and youth, as defined pursuant to the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11301 et seq.).
 - (2) A description of how unduplicated pupils, as defined in subdivision (b) of Section 42238.02, would be able to access available home-to-school transportation at no cost to the pupils.
- (b)
 - (1) The plan shall be developed in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents, pupils, and other stakeholders.
 - (2) The plan shall be presented and adopted by the governing board of the local Educational agency in an open meeting with the opportunity for in-person and remote public comment.
- (c) The plan may provide for the local educational agency to partner with a municipally owned transit system to provide service pursuant to this section to middle school and high school pupils.
- (d) Nothing in a local educational agency's plan shall preclude a local educational agency from providing no-cost transit passes to pupils.
- (e) For purposes of this section, educational agency means a school district or a county office of education.

OVERVIEW

The Oroville Union High School District Transportation Services Plan incorporates existing Board Policies (BP) and Administrative Regulations (AR) governing pupil transportation support services, as well as augmented descriptions of available services for the current school year.

The plan describes:

- transportation services offered to pupils
- the prioritization of planned transportation services for pupils in transitional kindergarten, transitional kindergarten, and any of grades 1 - 6 inclusive, and pupils who are low income.
- transportation services accessible to pupils with disabilities, and homeless children and youth.
- how unduplicated pupils, would be able to access available home-to-school transportation at no-cost to the pupils.
- the required consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents, pupils and other stakeholders.

Pupil Transportation Operations Board Authorization

Transportation services shall be provided for students of the district according to policies adopted by the Governing Board, district Administrative Procedures, and in accordance with Titles V, VIII, and XIII of the California Administrative Code, the Vehicle Code, and the Education Code. (BP 3540)

The Superintendent or designee shall ensure the qualifications of bus drivers and related staff employed by the district, provide for the maintenance and operation of district-owned school buses and other equipment, and ensure adequate facilities for equipment storage and maintenance. (BP 3540)

To provide transportation services, the Governing Board may purchase, rent or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools. (BP 3540)

Pupil Data and Route Management Procedures

The Transportation Department will annually obtain student data updates and their home addresses from Aeries. The Transportation Department shall assign students to buses and bus stops.

School bus route information shall be maintained for all regular and special education home-to-school bus runs. Each route shall show the route of travel, the pick-up and drop-off locations, and the expected time of departure from each location. The current school bus stop master listing, showing all active and non-active bus stops, shall also be maintained by the Transportation Department.

Bus stops shall only be assigned within the transportation eligibility areas established. The Transportation Department shall adjust and modify routes and schedules as appropriate to maintain an optimum level of transportation services. The Transportation Department shall furnish each school with the current bus schedules for that school. The respective schools shall maintain their files with the most current bus schedules as provided by the Transportation Department. Schools shall be responsible to ensure that their bus duty personnel are kept abreast of all changes. The Superintendent or designee shall design transportation routes and stops within district boundaries that promote student safety, maximum efficiency in the use of buses, and decreased traffic in and around the schools (AR 3541)

Scope of Pupil Transportation Services Offered

Students who attend a school outside their attendance area may be eligible for transportation services in accordance with Governing Board policy. (AR 3541)

The number of available vehicles owned and operated by the district is limited. These vehicles are provided for the purpose of carrying out the required operation of the district and shall not be used for personal reasons.

The district will attempt to provide home to school transportation to students eligible for transportation services as practicable. In areas where students are located and transportation vehicles can access the bus stop, students may be eligible for transportation. In rare instances, transportation services may not be able to reach outer areas in the district. In most cases, students will receive transportation services to and from school if the distance between their school-established bus stop and the school is beyond the minimum listed below (AR 3541):

1. For elementary/middle school students:

Grades K-8: one-and a half mile radius as determined by OUHSD Transportation Department/CHP.

2. For student attending a four-year school:

Grades 9-12: two-mile radius as determined by OUHSD Transportation Department/CHP.

The non-transportation radius area will be measured in radius fashion, straight-line distance from each school site.

The Superintendent or designee shall communicate in writing to parents/guardians regarding bus routes, schedules and stops and/or shall arrange for local media to publish such information.

With the Governing Board's authorization, transportation services may be provided or arranged by the district for:

- Students traveling to and from school during the regular school day
- Field trips and excursions
- School activities, expositions or fairs, or other activities determined to be for the benefit of students
- District employees and parents/guardians traveling to and from educational activities authorized by the district
- Preschool or nursery school students
- Students traveling to full-time occupational classes provided by a regional occupational program or center
- Students traveling to and from their places of employment during the summer in connection with a summer employment program for youth
- Matriculated or enrolled adults traveling to and from school, or adults for educational purposes other than to and from school
- Private school students, upon the same terms, in the same manner, and on the same routes provided for district students
- Non-school purposes as allowed by law, such as:
 - a. Community recreation
 - b. Public transportation

The district shall provide home-to-school transportation and additional transportation services as needed for students with disabilities as specified in their individualized education programs or Section 504 Plan. (AR 3541)

The Superintendent or designee shall provide transportation to homeless children in accordance with law, Board policy and administrative regulation. When the student resides outside of district boundaries, the district shall consult with the district of residence to apportion the responsibility and costs of transportation.

The Superintendent or designee shall collaborate with the local child welfare agency to determine the provision, arrangement, and funding of transportation to enable foster youth to attend the school of origin when it is in the student's best interest to do so.

Transportation Eligibility Exceptions

Students attending schools or classes for students with disabilities shall be eligible for transportation services without regard to boundary limits.

The specific needs of the student shall be the primary consideration when an IEP team is determining the student's transportation needs. Considerations may include, but are not limited to, the student's health needs, travel distances, physical accessibility and safety of streets and sidewalks, accessibility of public transportation systems, midday or other transportation needs, extended-year services, and as necessary, implementation of a behavior intervention plan (BP 3541.2). Such students shall be transported in the same equipment with regular students when possible.

Buses shall be routed on public thoroughfares only. Locations of stops shall be authorized by the Director of Transportation or designee.

In general, the district shall not be obligated to provide transportation for students who attend school outside their attendance area. However, upon parent/guardian request, the district shall provide transportation assistance to any student who is eligible for free or reduce-price meals and whose enrollment in a district school outside the student's attendance area is a result of being a victim of bullying.

Students dismissed at other-than-scheduled school dismissal hours will not be provided transportation services except on regularly-scheduled bus runs.

Non-Mandated Transportation Services

The Governing Board desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the education program, promote regular attendance, and reduce tardiness. In determining the extent to which the district will provide transportation services, the Board shall weigh student and community needs against the cost of providing such services (BP 3540)

Students are not charged for any transportation services.

Mandated Transportation Services

Transportation for Students with Disabilities

The Governing Board desires to meet the transportation needs of students with disabilities to enable them to benefit from special education and related services. The district shall provide appropriate transportation services for a student with disabilities when the district is the student's district of residence and the transportation services are required by his/her individualized education program (IEP) or Section 504 accommodation plan. (BP 3541.2)

The specific needs of the student shall be the primary consideration when an IEP team is determining the student's transportation needs. Considerations may include, but are not limited to, the student's health needs, travel distances, physical accessibility and safety of streets and sidewalks, accessibility of public transportation systems, midday or other transportation needs, extended-year services, and, as necessary, implementation of a behavioral intervention plan. (BP 3541.2)

The Superintendent or designee shall provide IEP teams with information about district transportation services in order to assist them in making decisions as to the mode, schedules, and location of transportation services that may be available to each student with disabilities. The IEP team may communicate with the district transportation staff and/or invite transportation staff to attend IEP team meetings where the student's transportation needs will be discussed.

Transportation services specified in a student's IEP or Section 504 plan shall be provided at no cost to the student or his/her parent/guardian. (BP 3541.2)

Special Education Services should represent the Transportation Department and their policies and procedures during the IEP process. The Director of Transportation may designate a representative from the Transportation Department to represent transportation issues during an IEP meeting when it is known that there will be detailed discussions of transportation issues. If the Special Education Department is aware of unusual or special transportation needs, a member of the Transportation Department should be present during the IEP process.

Pertinent issues of a student's transportation needs, such as wheelchair/stroller, car seats, medical needs, disciplinary issues, and other particular needs, must be noted in the IEP.

The above information must then be communicated to the Transportation Department for scheduling of the student using the Special Education Transportation Request Form.

The Director of Transportation will make available for each parent/guardian of a special education student requiring transportation services information for parent/guardians, Special Education Handbook, and instructions pertaining to wheelchairs/strollers, car seats, and other transportation devices. The Transportation Department must also receive a Special Education Transportation Request Form for each special education student receiving transportation services. A current and correct Special Education Transportation Request Form should be on file in the Transportation Department at all times. Student release authorization may be included with this form.

The information provided in the above materials will include pick-up/drop-off procedures, illness, suspension of transportation services, guidelines for wheelchairs, strollers, car seats, and other transportation devices, discipline procedures, and general knowledge handbook for parents and staff.

All parents/guardians will receive the necessary information on a yearly basis or as needed.

The Superintendent or designee shall arrange transportation schedules so that students with disabilities do not spend an excessive amount of time on buses compared to other students. Arrivals

and departures shall not reduce the length of the school day for these students except as may be prescribed on an individual basis. (BP 3541.2)

The Superintendent or designee shall ensure that any mobile seating devices used on district buses are compatible with bus securement systems required by 49 CFR 571.222. (BP 3541.2)

As necessary, a student with disabilities may be accompanied on school transportation by a service animal, as defined in 28 CFR 35.104, including a specially trained guide dog, signal dog, or service dog. (BP 3541.2)

Homeless Students and Youth in Transition

Within the scope of services offered, and in accordance with law, Board policy and administrative regulation, homeless students and youth in transition, where transportation is a barrier to accessing their educational services, shall be provided transportation on school buses, municipal buses, or through alternative transportation service providers, at no cost to the student.

2022-23 School Bus and Alternative Transportation Services Offered

Figure 1 below provides details of (Local Education Agency) services provided on school bus routes.

	General Education	Special Education	Total
Routes	6	12	18
Students Transported 9-12	200	84	284
TK-8 Students Transported	107	71	178
Unduplicated Students Transported 9-12	171	65	236
Unduplicated Students Transported TK-8	73	54	127
Percentage of Unduplicated Students Transported 9-12	86%	77%	83%
Percentage of Unduplicated Students Transported TK-8	68%	76%	71%
Bus Passes Sold	0	0	0
Free Bus Passes Issued	0	0	0
OCESD and OUHSD Combined			
Routes	6	12	18
Students Transported TK-12	307	155	462
Unduplicated Students Transported TK-12	244	119	363
Percentage of Unduplicated Students Transported TK-12	79%	77%	79%

Figure 1: School Bus Transportation

Estimated 2023-24 School Bus and Alternative Transportation Services Offered

Figure 1 below provides details of (Local Education Agency) services provided on school bus routes.

	General Education	Special Education	Total
Routes	6	12	18
Students Transported 9-12	200	84	284
TK-8 Students Transported	107	71	178
Unduplicated Students Transported 9-12	171	65	236
Unduplicated Students Transported TK-8	73	54	127
Percentage of Unduplicated Students Transported 9-12	86%	77%	83%
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Percentage of Unduplicated Students Transported TK-12	79%	77%	79%

Transportation Funding and Finance

Figure 3 below contains the projected reimbursement based on the previous year's transportation expenses

Revenue Calculation	
Total 2021-22 Transportation Expenses (Function 3600)	1,647,611.00
Less Capital Outlay (object 6XXX, Function 3600)	0
Less Non-agency Expenditures (Goal 7110,7150, Function 3600)	515,061.00
Estimated 60% Reimbursement	679,530.00
Less 2021-22 Transportation add-on (from LCFF Calculator)	168,192.00
Total Revenue (Object 8590, Resource 0000)	1,867,530.00
Expenditures and Other Financing Uses	
2000-2999 - Classified Salaries	961,682.00
3000-3999 - Employee Benefits	573,056.00
4000-4999 - Books and Supplies	271,000.00
5000-5999 - Services and other Operating Expenditures	81,700.00
6000-6999 - Capital Outlay	10,000.00
7000-7999 - Other Outgo	0
Total Expenditures	1,987,438.00

Figure 3: Transportation Funding Reimbursement Calculation

Board Approval Date: (must be on or before April 1, 2023)

The Transportation plan and revenue calculations were developed in accordance with Education Code Sections 39800.1 and 41850.1. Public Hearing held at the February 15, 2023 regularly scheduled Board meeting. Plan was presented for Board approval at the March 15, 2023 regularly scheduled Board meeting.

APPENDIX – REQUIRED STAKEHOLDER CONSULTATIONS

In compliance with the mandate, Figure 4 lists the stakeholders invited to collaborate on the development of the (Local Educational Agency) transportation plan.

Stakeholder Entities	Date
Classified staff	Survey/February 7, 2023
Teachers	Survey
School Administrators	Survey
Pupils	Survey
Regional Local Transit Authority	February 8, 2023
Local Air Pollution District	February 8, 2023
Local Air Quality District	February 8, 2023
Regional Local Transit Authority	February 8, 2023
Other Stakeholders	Survey/February 15, 2023

Figure 4 Required Stakeholder Consultations