

## **BUS SCHEDULING AND ROUTING**

All school bus scheduling, comprised of routes, runs and stops, will be planned and organized to ensure student safety and achieve maximum efficiency. For information on scheduling and routing of special education students, see Colorado Springs School District 11 Board Policy EEAB, Special Needs Student Transportation.

Routes shall be established by Colorado Springs School District 11 (the District) based upon the number of students in the area qualifying for transportation and the condition of the road to be traveled. Routes shall be established on roads that will accommodate safely the size and weight of the vehicles to be used.

Bus stops shall be designed to comply with state law regarding students' embarking and disembarking on major thoroughfares. Eligible students not living on a road traveled by a bus shall go to the nearest bus stop on an established route. Students being transported to the Roy J. Wasson Academic Campus (RJWAC), Tesla Educational Opportunity School (Tesla), Buena Vista Montessori (BV), the Dual Language Immersion Program (DLIP), Gifted Magnet Program (GMP) sites, or other magnet programs/schools will be transported from centralized stop locations. Bus stops for Purple Star Transportation will only be established on Peterson Space Force Base..

The Director of Transportation shall be responsible for developing bus routes and schedules for transporting students to and from school. Whenever possible, routes shall be designed to serve multiple runs/schools in both the morning and afternoon. Changes in routes, runs and bus stop locations may be implemented by the Director of Transportation. Schools and parents/guardians shall be notified prior to implementing these changes.

Transportation scheduling and routing plans shall be subject to the approval of the Superintendent.

Upon receipt of a transportation request for RJWAC, Tesla, BV, the DLIP, a GMP site, any other magnet program/school, or Purple Star Transportation, the Transportation Department will normally establish and commence services within three to five working days. Parents/guardians will be notified of the route, driver, pick-up and drop-off location and times prior to the start of any transportation services.

In order to account for students participating in transportation, RJWAC, Tesla, BV, the DLIP, GMP sites, any other magnet program/school, and Purple Star Transportation schools will provide the Transportation Department with lists of students who will be requesting/applying for transportation (unless there is an online form linked from the school/program to the Transportation website).

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LEGAL REFS.: C.R.S. 22-32-113 (2)  
C.R.S. 42-4-1904  
1 CCR 301-26, Rule 4204-R-224.00

CROSS REFS.: EEAA, Transportation Eligibility  
EEAB, Special Needs Student Transportation  
EEAC-R, Regulation to Policy EEAC, Bus Scheduling and Routing  
EEAE, Bus Safety Program  
JFBA/JFBB, School Choice - Open Enrollment and Transfers