

1 **8110 NON-INSTRUCTIONAL OPERATIONS**

2 **Bus Routes and Schedules**

3 The Superintendent’s designee shall be responsible for scheduling bus transportation, including
4 determination of routes and bus stops. Such routes are subject to the approval of the county
5 transportation committee. The purpose of bus scheduling and routing is to achieve maximum service with
6 a minimum fleet of buses insofar as this is consistent with rendering safe and reasonably equal service to
7 all bus students.

8 **In order to operate the transportation system as safely and efficiently as possible, the following factors**
9 **shall be considered in establishing bus routes:**

- 10 1. A school bus route shall be established with due consideration of the sum total of local conditions
11 affecting the safety, economic soundness and convenience of its operation, including road
12 conditions, condition of bridges and culverts, hazardous crossings, presence of railroad tracks and
13 arterial highways, extreme weather conditions and variations, length of route, number of families
14 and children to be serviced, availability of turn-around points, capacity of bus, and other related
15 factors.
- 16 2. No school child attending an elementary school shall be required to ride the school bus under
17 average road conditions more than one (1) hour without consent of the child’s parent or guardian.
- 18 3. School bus drivers are encouraged to make recommendations in regard to establishing or
19 changing routes.
- 20 4. Parents should be referred to the Superintendent’s designee for any request of change in routes,
21 stops, or schedules.

22 **Bus Route Changes**

23 The trustees reserve the right to change, alter, add or delete any route at such time that such changes are
24 deemed in the best interest of the District, subject to approval by the County Transportation Committee.

25 **Bus Stops**

26 Students are required to use the bus stop nearest their legal residence or as specified by the district. Buses
27 should stop only at designated places approved by school authorities. Exceptions should be made only in
28 cases of emergency and inclement weather conditions.

29 Bus stops shall be chosen with safety in mind. Points shall be selected where motorists approaching from
30 either direction will have a clear view of the bus for a distance of at least three hundred (300) feet.

31 School loading and unloading zones at school sites are to be established and marked to provide safe and
32 orderly loading and unloading of students.

33 **Delay in Schedule**

34 The driver is to notify the administration via the bus company’s dispatcher of a delay in schedule. The
35 Superintendent’s designee will notify parents on routes through electronic communication and media, if
36 necessary.

1 **Safety**

2 The Superintendent’s designee shall develop written rules establishing the procedures for bus safety,
3 emergency exit drills and for student conduct while riding on buses.

4 **Responsibilities – Parents**

5 The interest and assistance of each parent is a valued asset to the transportation program. Parents’ efforts
6 towards making each bus trip a safe and pleasant experience are requested and appreciated. The
7 following suggestions are only three of the many ways parents can assist:

- 8 1. Ensure that students are at the bus stop in sufficient time to efficiently meet the bus.
- 9 2. Properly prepare children for weather conditions.
- 10 3. Encourage school bus safety at home. Caution children regarding safe behavior and conduct while
11 riding on the school bus.

12 **Responsibilities – Students**

13 Students must realize that safety is affected by individual and group conduct. Each student is responsible
14 for following all rules and regulations regarding safety and general conduct on buses as established by the
15 district in 8110R.

16 **Inclement Weather**

17 The Board recognizes the unpredictability and resulting dangers associated with the weather in Montana.
18 To achieve the maximum safety for children and efficiency of operation, the Superintendent is
19 empowered to make decisions as to the emergency operation of buses, the cancellation of bus routes and
20 the closing of school in accordance with his/her best judgment. The Board may develop guidelines in
21 cooperation with the Superintendent to assist him/her in making such decisions.

22 Legal:

23 § 20-10-106, MCA Determination of mileage distances

24 § 20-10-132, MCA Duties of county transportation committee

25 § 20-10-121, MCA Duty of trustees to provide transportation - types of transportation - bus riding time
26 limitation

27 Policy History:

28 Adopted on: July 1, 2000

29 Revised on: June 9, 2014