

PRIVATELY OWNED VEHICLES

In recommending arrangements for student transportation to and from school- related activities, the superintendent shall consider the type of activity, the total number of students involved, and the availability of appropriate vehicles. The board does not authorize the transportation of students by volunteers or school staff and does not maintain a volunteer driving pool.

The board directs the chief school administrator to propose the creation of a volunteer driving pool if groups of students too small in number to make economical use of Type I or Type II vehicles may be transported in privately owned passenger vehicles driven by qualified school personnel, state employees and parents/guardians. Prior board approval shall be required before a volunteer driving pool is created. The following rules shall apply to any board approved volunteer driving pool:

Transportation by Volunteer Drivers

The school business administrator shall identify qualified school personnel, state employees and parents/guardians who are willing to provide transportation for district pupils to and from school-related activities.

Qualifications shall include:

- A. A valid New Jersey (or other) driver's license with no convictions for moving violations;
- B. A private passenger vehicle of eight or fewer capacity, with a current New Jersey or other inspection sticker; and
- C. Evidence of at least the statutorily required insurance coverage.

The school business administrator or his or her designee shall develop and the board shall adopt detailed regulations to ensure:

- A. District approval of activities involved;
- B. District determination of drivers and assignment of pupils to them;
- C. Pupil safety in pickup, transit and drop-off;
- D. Adequate supervision of pupils at the activity.

Transportation of Pupils by District Employees as Part of Assigned Duties

District employees who transport pupils in a private vehicle during working hours as part of their assigned duties shall:

- A. Have a current New Jersey (or other) driver's license with no convictions for moving violations;
- B. Use a privately owned passenger vehicle of eight or fewer capacity with evidence of at least the statutorily required insurance coverage. The vehicle must have a current inspection sticker;

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C. Conform to all safety practices set forth in the regulations to this policy.

Implementation of this section shall be in conformity with applicable negotiated agreement.

NOTE: EMPLOYEES WHO USE DISTRICT-OWNED VEHICLES MUST CONFORM TO A, B AND C. THE DISTRICT IS RESPONSIBLE FOR MAINTENANCE OF THE VEHICLE AND ADEQUATE INSURANCE. A DISTRICT IS NOT OBLIGATED TO NEGOTIATE OVER ACTUAL ASSIGNMENTS. IT MUST BARGAIN UPON DEMAND OVER COMPENSATION RELATED TO SUCH ASSIGNMENTS.

Adopted: February 10, 2005  
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Key Words

Privately Owned Vehicles, Auxiliary Pupil Transportation, Pupil Transportation, Student Transportation

**Legal References:** N.J.S.A. 18A:16-6 Indemnity of officers and employees against civil actions  
N.J.S.A. 18A:39-20.1 Transportation to and from related school activities in private vehicle with capacity of eight or less; authorization of qualified school personnel, state employees or parents  
N.J.A.C. 6A:27-1.5 Insurance  
N.J.A.C. 6A:27-7.6 Transportation to and from related school activities  
N.J.A.C. 6A:27-7.7 Parent transporting his or her own child or children

**Possible**

**Cross References:** \*5020 Role of parents/guardians  
 \*6145 Extracurricular activities  
 \*6145.1/6145.2 Intramural competition; interscholastic competition  
 \*6153 Field trips

\*Indicates policy is included in the Critical Policy Reference Manual.