Alternative Vehicle Drivers

As of 3.18.26

Type	Form #1 Administrative Authorization & BIB + MVR Check	Form #2 Medical Opinion	Form #3 Vehicle Inspection	Form #3 Proof of Insurance
SDH Employee (School Vehicle) Transports children or adults or equipment	X	X		
SDH Employee (Personal Vehicle) Transports children or adults or equipment	X	X	X	X
SDH Employee (Rented Vehicle) Transports children or adults or equipment	X	X		X
Parent / Volunteer (School Vehicle) Transports children or adults or equipment	X	X		
Parent / Volunteer (Personal Vehicle) Transports children or equipment *EX: Homecoming Parade Float Driver, Field Trip*	X		X	X
Parent / Volunteer (Rented Vehicle) Transports children or equipment	X	X		X

SDH Employees need to be aware of the following when driving their personal vehicles for transportation:
"Except for commuting, if you drive your own vehicle in the course of your employment with the District, you have supplemental coverage under the District's liability insurance. However, your personal insurance is primary. If you drive a District vehicle in the course of your employment with the School District of Holmen, you will be covered under the District's insurance." In other words, the coverage follows the vehicle.

Parents who are compensated to transport their own children at the District's request will be required to sign a contract indicating waiver of liability and proof of insurance.
Required qualifications for alt drivers: minimum age of 19 years old.

Per WI DOT, pupils of educational institutions may not be transported in any vehicle other than a school bus if ten or more students are being transported. For example, vans commonly utilized by church groups that accommodate 12 passengers are not allowed.