

Adopted: 11/15/1994
Revised: 03/16/1999,
06/17/2008
5/19/2026

Saint Paul Public Schools Policy

707.02

707.02 TRANSPORTATION: STUDENT CONDUCT

I. POLICY PURPOSE

The purpose of this policy is to establish clear boundaries of responsibility and safety standards for the transportation of students within the district. The district is committed to providing a safe, orderly, and efficient transition for students between their designated bus stops and school facilities.

The district is also committed to the protections afforded under the Individuals with Disabilities Education Act (IDEA). For students with an IEP or 504 Plan where transportation is a "related service," this policy ensures that disciplinary actions do not infringe upon the student's right to a Free Appropriate Public Education (FAPE).

This policy provides a framework for consistent and fair disciplinary investigations led by building principals, ensuring that when a student is found responsible for vandalizing a school bus, the damage is appropriately repaired, the school's restorative practices are used, and riding privileges are managed to protect the well-being of the entire school community.

II. GENERAL STATEMENT OF POLICY

1. The District's legal responsibility for student safety begins only when a student boards the bus and ends when they are delivered to their regular school bus stop. Supervision of children until boarding in the morning and after leaving the bus at their regular in the afternoon stop remains the responsibility of the parent or guardian.
2. Minnesota statutes provide that transportation is a privilege and not a right for an eligible student. Students shall be required to conduct themselves in a manner which is consistent with established standards for classroom behavior as listed in the Rights and Responsibilities Handbook and in the publications of the District Transportation Department while riding on the school bus and while at the school bus stop. Parents or guardians are

responsible for ensuring that their children know and understand these standards of conduct.

3. Protections for Students with Disabilities (IEP/504) - If a student with a disability—who has transportation identified as a "related service" in their IEP or 504 Plan—faces a suspension or revocation of bus privileges, the following protections apply:
 - a. **Manifestation Determination:** If a bus suspension would result in a change of placement (more than 5 consecutive days or 10 cumulative days in a school year), the District must conduct a **Manifestation Determination Meeting** to determine if the behavior was a manifestation of the student's disability. The manifestation determination meeting must take place as soon as possible to ensure compliance with special education law.
 - b. **Alternative Transportation:** If the behavior *is* a manifestation of the disability, the District may not simply revoke service; it must provide an alternative safe method of transport to ensure the student receives a **Free Appropriate Public Education (FAPE)**.
 - c. **IEP Team Consultation:** In the case of serious or repeated bus-related conduct, the IEP or 504 team shall meet to consider a **Functional Behavioral Assessment (FBA)** or a **Behavior Intervention Plan (BIP)** to address the bus-related conduct.
4. In cases where transported students do not conduct themselves properly on a school bus, the bus driver shall report the unacceptable student conduct to the school principal on the District Incident Report Form.
5. Conduct on the school bus and the penalties assessed for misconduct, are primarily the responsibility of the building principal, however the Chief Academic Officer and the Transportation Administrator may become involved in student discipline matters as necessary. Incidents of unacceptable student conduct shall be dealt with promptly, following an investigation by building principal (or designee), and that discipline will be applied uniformly and fairly throughout the District.
6. Students who cause serious or repeated disciplinary problems on the school bus shall have their riding privileges suspended or revoked. The parent or guardian shall be responsible for ensuring that the student travels safely to and from school.
7. If it is determined that a student is responsible for vandalism to a school bus, either owned by the District or under contract to the District, the parent or guardian shall be responsible for making sure the damage is appropriately

repaired through the school's restorative practices, and riding privileges are managed to protect the well-being of the entire school community.

III. DEFINITIONS

Regular School Bus Stop - The District's responsibility ends at the stop location, not the student's front door. This clarifies that the "last mile" of the walk home is the parent's responsibility.

Boarding - begins when the student makes physical contact with the bus handrail or steps.

Leaving - is complete when the student has cleared the immediate "Danger Zone" (the 10-foot area surrounding the bus).

Serious - A single incident that jeopardizes the immediate safety of the driver or passengers (e.g., physical assault, lighting a fire, or opening emergency exits).

Repeated - A specific numerical threshold (e.g., three "Minor" Incident Reports within a single semester).

Suspension - A temporary loss of bus privileges (e.g., 1 to 10 days).

Revocation - A permanent or long-term loss of bus privileges (e.g., for the remainder of the school year).

IEP (Individualized Education Program) - is a legally binding document developed for every public school child who is eligible for special education.

504 Plan - a legally binding document designed to provide students with qualifying disabilities the specific accommodations and modifications necessary to ensure they have equitable access to their learning environment and school activities under Section 504 of the Rehabilitation Act.

LEGAL REFERENCES:

Minn. Stat. § 125A - *Special Education and Special Programs*

Minn. Stat. § 123B.91- *School District Bus Safety Responsibilities*

Minn. Stat. § 617.27 - *Search Warrant; Destruction of Property*

CROSS REFERENCES:

Policy 508.00 - *Pupils with Individualized Education Programs (IEP)*

Policy 707.00 – *Transportation: Eligibility*

Policy 707.04 – *Transportation: Student School Bus Safety Training*

Policy 707.05 – *Transportation: Type III School Buses*

Policy 710.00 – *Transportation: Field, Athletic, Community Education Trips*