

# PENN MANOR SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: TRANSPORTATION

ADOPTED: September 13, 2010

REVISED:

810. TRANSPORTATION	
1. Purpose	Transportation for students shall be provided in accordance with law and Board policy.
2. Authority SC 1361, 1362 Title 22 Sec. 23.1, 23.2, 23.4	The Board shall purchase, equip, and maintain vehicles and/or contract for school bus services for transportation of students to and from school at regularly scheduled hours and for field trips and extracurricular activities.
SC 1362 Title 67 Sec. 447.1 et seq	The Board shall provide transportation for students living within the prescribed limits when walking conditions to the school are found to be hazardous by the Department of Transportation.
SC 1374 Title 22 Sec. 23.3 Pol. 103	The Board shall transport handicapped students without regard to distance or hazardous walking conditions.
SC 1361	The Board shall provide for the free transportation of any resident student to and from the kindergarten, elementary school, or secondary school in which s/he is lawfully enrolled, provided that such school is not operated for profit and is located within the school boundaries or outside the district boundaries at a distance not exceeding ten (10) miles by the nearest public highway.  The ten-mile limit shall not apply to area vocational technical schools which regularly serve eligible district students or to special schools and classes approved by the Department of Education.
SC 111 Title 22 Sec. 8.1 et seq 23 Pa. C.S.A. Sec. 6301 et seq	A school bus driver shall not be employed until s/he has complied with the mandatory background check requirements for criminal history and child abuse and the contractor has evaluated the results of that screening process.

<p>35 P.S. Sec. 4601 et seq</p>	<p>The Board prohibits any diesel-powered motor vehicle weighing 10,001 pounds or more to idle for more than five (5) minutes in any continuous sixty-minute period while parked, loading or unloading, except as allowed by law.</p>
<p>Title 67 Sec. 212.101</p>	<p>The Board shall ensure that permanent signs, notifying drivers of the idling restrictions, are maintained on district property at locations where diesel-powered motor vehicles weighing 10,001 pounds or more load or unload. Signs shall also be posted at locations that provide fifteen (15) or more parking spaces for such diesel-powered motor vehicles.</p>
<p>3. Delegation of Responsibility</p>	<p>The school bus driver shall be responsible for the discipline of students while they are being transported.</p>
<p>Title 22 Sec. 23.4</p>	<p>The principal may suspend a student from bus transportation for disciplinary reasons, and the parents/guardians shall be responsible for the student's transportation.</p>
<p>Title 22 Sec. 23.4 Pol. 121</p>	<p>The Superintendent or designee shall be responsible to:</p> <ol style="list-style-type: none"> <li>1. Establish administrative regulations that specify the number of chaperones to accompany students in connection with school-related activities and field trips.</li> </ol>
<p>Title 22 Sec. 23.4</p>	<ol style="list-style-type: none"> <li>2. Prepare a district map or schedule indicating each bus stop and bus route.</li> </ol>
<p>Title 22 Sec. 23.1, 23.4</p>	<ol style="list-style-type: none"> <li>3. Maintain records and make required reports regarding school transportation.</li> </ol>
<p>Title 22 Sec. 23.4</p>	<ol style="list-style-type: none"> <li>4. Distribute rules governing student conduct during transport; such rules shall be binding on all students transported by the district.</li> </ol>
	<p><u>Reports Of Employee Crimes/Child Abuse</u></p>
	<p>District bus drivers and/or the district's transportation contract carriers shall be responsible to inform the district in writing at the beginning of each school year whether or not they or any of their employees:</p>
	<ol style="list-style-type: none"> <li>1. Have been charged, subsequent to approval as a district bus driver, with a criminal offense that would bar their employment as bus drivers or contracted service providers.</li> </ol>

<p>SC 111</p>	<p>2. Were charged with a crime deemed serious under the criteria established by law.</p> <p>3. Have been charged with or convicted of crimes that affect their suitability to have direct contact with students.</p>
<p>Pol. 304</p>	<p>This responsibility is in addition to the requirement for clearances that must be presented to the district when an individual is initially hired by the district or the contract carriers.</p>
<p>Pol. 317</p>	<p>The district and contract carriers shall have procedures in place to ensure they are notified by their employees when the employees are charged with crimes or child abuse. The procedures shall also include the provision that the failure on the part of employees to make such a timely notification shall subject them to disciplinary action, including termination.</p> <p>If any bus drivers have been charged as stated in this policy, the transportation contract carriers shall, in their written, yearly notification, include the name of the employee, nature of the offense, and the status of the disposition. The district will review this information to determine if the employee shall continue to transport district students.</p>
<p>4. Guidelines</p>	<p>All students who are eligible for transportation shall be assigned to their respective buses at the beginning of each school year. Any request for a variance from the student's regular bus assignment must be made by the parent/guardian in writing to the building principal. These requests shall be honored only if space permits on the existing bus routes. Any request which requires the changing of a bus route or the creation of an additional bus route shall be denied.</p> <p>Any variance in the bus assignment of a student must be on a regular basis with both the pickup and the discharge of the student being made at the same location. Dual transportation arrangements shall not be permitted.</p> <p>The district realizes that in some cases circumstances are such that baby sitters are needed to care for students before and/or after school. The district shall transport students to and from the residence of baby sitters so long as these residences are within the assigned school's attendance area and the proper forms have been submitted to and approved by the Superintendent or designee.</p>

References:

School Code – 24 P.S. Sec. 111, 1331, 1361, 1362, 1365, 1366, 1374, 2541, 2542

State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq., 15.1 et seq., 23.1, 23.2, 23.3, 23.4, 23.6

State Department of Transportation Regulations – 67 PA Code Sec. 212.101, 447.1 et seq.

Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.

Diesel-Powered Motor Vehicle Idling Act – 35 P.S. Sec. 4601 et seq.

Transportation of Individuals with Disabilities, Title 49, Code of Federal Regulations – 49 CFR Part 37, Part 38

Board Policy – 000, 103, 121, 304, 317