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**Adopted: 1-7-18**

## **510 STUDENT TRANSPORTATION AND SCHOOL BUS SAFETY**

### **I. PURPOSE**

The purpose of this policy is to establish expectations and policies concerning the safe transportation of The Studio School students to and from school.

### **II. GENERAL STATEMENT OF POLICY**

It is the policy of The Studio School to comply with state law regarding student transportation and school bus safety.

### **III. GENERAL EXPECTATIONS**

Transportation by school bus is a privilege not a right for an eligible student. A student's eligibility to ride a school bus may be revoked for a violation of school bus safety or conduct policies, or for violation of any other law governing student conduct on a school bus. Revocation of a student's bus riding privilege is not an exclusion, expulsion, or suspension under the Pupil Fair Dismissal Act. For a student who is an individual with a disability under the Individuals with Disabilities Education Act, United States Code, title 20, section 1400 et seq., Section 504 of the Rehabilitation Act of 1973, United States Code, title 29, section 794, and the Americans with Disabilities Act, Public Law 101-336, revocation of the student's eligibility to ride the school bus must be consistent with the requirements of those laws.

### **IV. TRANSPORTATION ELECTION/OPTION**

The Studio School may, but is not required to, provide transportation to students. Each year The Studio School will notify the district in which the school is located and the Department of Education if it will provide its own transportation or use the transportation services of the district in which it is located. At the time a student enrolls in The Studio School the school must provide the parent with information regarding the transportation.

If The Studio School selects to provide transportation for its students, the transportation will be provided within the geographic boundaries of the district in which The Studio School is located. For students who reside outside the geographic boundaries of the district in which The Studio School is located, The Studio School is not required to provide or pay for transportation between the student's residence and the border of the district in which The Studio School is located. A parent may be reimbursed by The Studio School for the costs of transportation from the student's residence to the border of the district in which The Studio School is located if the student is from a family whose income is at or below the poverty level, as determined by the federal government. The reimbursement may not exceed the student's actual cost of transportation or 15 cents per mile traveled, whichever is less. Reimbursement may not be paid for more than 250 miles per week.

If The Studio School does not elect to provide transportation, transportation for students enrolled at The Studio School will be provided by the district in which the The Studio School is located, according to Minnesota Statutes sections 123B.88, subdivision 6, and 124D.03, subdivision 8. If the district provides the transportation, the scheduling of routes, manner and method of transportation, control and discipline of the pupils, and any other matter relating to the transportation of pupils shall be within the sole discretion, control, and management of the district.

## **V. SAFETY TRAINING**

If The Studio School elects to provide transportation for its students, The Studio School will provide school bus safety training as required by Minnesota law and this policy.

A. The Studio School will provide its students enrolled in grades 9-12 with age-appropriate school bus safety training covering the following concepts:

1. Transportation by school bus is a privilege and not a right;
2. Policies for student conduct and school bus safety;
3. Appropriate conduct while on the school bus;
4. The danger zones surrounding a school bus;
5. Procedures for safely boarding and leaving a school bus;
6. Procedures for safe street or road crossing; and
7. School bus evacuation.

B. Timing of Training

1. Grades 9 through 12 enrolled by week 3 will receive training each year. Students enrolled in grades 9-12 after week 3 who have not previously received school bus safety training must receive the training or receive bus safety instructional materials by the end of the sixth week of school.

- C. Ongoing training. The Studio School will provide students enrolled in grades 9-12 school bus safety training should procedures, guidelines, and/or requirements change at any time during the school year.
- D. Accommodations for Safety Training. The Studio School will make reasonable accommodations for the school bus safety training of pupils known to speak English as a second language and pupils with disabilities.

## **VI. PROCEDURES TO BE DEVELOPED**

- A. If The Studio School elects to provide transportation for its students, the Administration shall develop and implement comprehensive, written procedures governing pupil transportation safety. The procedures must include:
  - 1. Provisions for appropriate student bus safety;
  - 2. Rules governing student conduct on school buses and in school bus loading and unloading areas;
  - 3. A statement of parent or guardian responsibilities relating to school bus safety;
  - 4. A system for reporting school bus accidents or misconduct and a system for dealing with local law enforcement officials in cases of criminal conduct on a school bus;
  - 5. A discipline policy to address violations of school bus safety rules, including procedures for revoking a student's bus riding privileges in cases of serious or repeated misconduct;
  - 6. A system for integrating school bus misconduct records with other discipline records;
  - 7. Operating rules and procedures; and
  - 8. Emergency procedures.
- B. Reportable offenses. A "Reportable offense" means misbehavior on a bus that causes an immediate and substantial danger to self or surrounding persons or property. The School Director/Principal, Executive Director, the school Transportation Safety Director, or other designated school official shall immediately report to the local law enforcement agency having jurisdiction where the misbehavior occurred if the reporting school official knows or has reason to believe that a student has committed a reportable offense on a school bus or in a bus loading or unloading area. The reporting school official shall issue a report to the commissioner of public safety concerning the incident upon request of the commissioner.

## **VII. APPOINTMENT OF SCHOOL TRANSPORTATION SAFETY DIRECTOR**

If The Studio School elects to provide transportation for its students, the Executive Director shall designate a school Transportation Safety Director to oversee and implement pupil transportation safety policies. The transportation director shall have day-to-day responsibility for pupil transportation safety.

***Legal References:***

Minn. Stat. §124D.10, subd. 16 (Charter school law)

Minn. Stat. §121A.59 (Bus Transportation general provisions)

Minn. Stat. §§123B.90 -.91 (School Bus Safety Training and Transportation Director)

Minn. Stat. §169.4582 (Reportable Offenses)

***Resources***

The Commissioner of Education is required by law to have developed and to maintain a comprehensive list of school bus safety training instructional materials for pupils who ride the bus that includes bus safety curriculum for both classroom and practical instruction.