

REGULATION

1998

5730

Noninstructional/Business Operations

SUBJECT: Transportation Program

A. Eligibility

1. Transportation services provided to resident public school students shall be offered to all resident non-public (private and parochial) students in like circumstances, except as may be prohibited by law or this policy.
2. Resident students in grades K-8 who reside within 15 miles of the schools they legally attend shall be eligible for transportation privileges between such schools and designated bus stops. Resident students in grades 9-12 who reside not less than one-half (1.5) mile nor more than 15 miles from the schools they legally attend shall be eligible for transportation privileges between such schools and designated bus stops.
3. Resident students in grades 9-12 residing less than one and one-half mile from the approved main bus route on side streets or side roads may be required to walk to pre-determined designated bus stops. In such cases, the location of the school bus stop shall become the “school house” for measuring the walking distance from the student’s legal residence. While hazards shall be a prime factor in establishing designated bus stops and bus routes, distances shall be measured over the most direct public route from the student’s legal residence to the school attended or to the bus stop. Door-to-door services are not a requirement of this policy.
4. Students identified as having a handicapping condition shall be treated in the same manner as other students except when his/her Individual Educational Program (IEP) dictates that other arrangements are necessary.
5. Resident students attending grades K-4 in Jamesville-DeWitt schools shall only be transported to and from the K-4 school within the attendance area in which their legal residence is located. Students in grades K-4 with a handicapping condition shall be transported in accordance with their IEP.

B. Bus Stops

1. Bus stops shall be established so as to provide safe, efficient, and economical transportation to the students of the district. Authorized designated bus stops shall be fixed at intervals not less than 1,000 feet apart where students may be loaded and unloaded in a safe, efficient manner except for high traffic density areas and where known hazards exist.

REGULATION

1998

5730

Noninstructional/Business Operations

SUBJECT: Transportation Program (Cont'd)

2. Students are required to walk to established bus stops. Eligible students in grades K-4 may be required to walk three-tenths (.3) mile to a bus stop. Eligible students in grades 5-12 may be required to walk one-half (.5) mile to a bus stop.
 3. Insofar as practicable, bus stops shall be planned in advance to accommodate not less than five (5) nor more than fifteen (15) student riders.
 4. Parents or guardians are responsible for the safety of their students between their residence and the bus stop as well as at the bus stop. The school district is responsible for the safety of students during transportation upon their entering the school bus and until their discharge from the bus.
 5. School buses will not return at a later time to pick up a student if he/she misses the bus at the designated pick-up point.
- C. Time Limitation: Bus routing to Jamesville-DeWitt schools shall be planned so as to minimize the time a student rides on the school bus. As a guideline, 1 hour should be considered as the maximum time on a one-way trip.
- D. Routing
1. Bus routes shall be established under the direction of the Director of Transportation. The purpose of bus scheduling shall be to achieve maximum service with a minimum fleet of buses consistent with rendering reasonably equal service.
 2. Private roads: School buses shall not travel over private streets or private roads.
 3. Hazardous conditions: No school bus, in the opinion of the bus driver, shall be required or expected to travel on any street or roadway the condition of which may endanger the safety of the passengers on the bus or the property of the school district. In such cases, the driver is required to use their radio to immediately report the unsafe condition or potentially dangerous situation to the Director of Transportation.
 4. Dead-end, cul-de-sac streets shall not be serviced by school buses unless the established bus stops exceeds the distance limits by level from the student's home and adequate provision for bus turnaround is provided and maintained.

REGULATION

1998

5730

Noninstructional/Business Operations

SUBJECT: Transportation Program (Cont'd)

5. The district should make reasonable efforts in planning routes and designating stops to attempt to limit the maximum time to 1 hour that any student would be required to ride a bus on a regular daily route.
- E. Age Requirements: All students, public and non-public, must be in compliance with the minimum age attendance requirements as established by the Board of Education (five years of age on or before December 1) to ride a school bus.
- F. Summer Transportation: Summer transportation will not be provided except as required by Education and Commissioner's Regulations pertaining to handicapped children placed in a twelve- (12) month special education program.
- G. Non-public schools
 1. Transportation services shall not be provided to non-public school students for activities such as field trips, athletic events, and religious instruction.
 2. Transportation services shall be provided to non-public students identified as having a handicapping condition or for those students placed in a dual enrollment program.
 3. Resident students attending non-public schools shall first be transported to a Jamesville-DeWitt public school site where they will transfer onto a shuttle run that will take them to their respective non-public school location.
 4. Late buses: Transportation services for "late buses" must be available to non-public school students on an equal basis as that made available to public school students. Parents must submit written requests for late transportation on or prior to April 1 of the preceding school year. All "late bus" activities, public and non-public, must have the prior authorization of the Board of Education. District buses may then transport such students between the central pick-up point and the non-public school attended provided the district already transports to that particular non-public school resident students who reside within 15 miles of it.

REGULATION

1998

5730

Noninstructional/Business Operations

SUBJECT: Transportation Program (Cont'd)

The Jamesville-DeWitt High School and the Jamesville-DeWitt Middle School are the designated centralized pick-up points.

6. Centralized “pick-up” points: For non-public resident students living in excess of the 15-mile limit, parents may transport students to and from designated central pick-up points within the school district.
7. Requests for transportation to non-public schools must be submitted by parents/guardians in writing on or prior to April 1 of the preceding school year. However, a parent or guardian of a child not residing in the district on such date shall submit a written request within 30 days after establishing residence in the district. Requests must be submitted on an annual basis. A request may be denied for lack of a reasonable explanation as determined by the Board of Education.
8. Transportation to non-public schools will only be provided on days and times when students are in attendance in the Jamesville-DeWitt public schools in accordance with the Jamesville-DeWitt school district calendar.

- H. Childcare Providers: The Board of Education may, at its discretion, authorize transportation to any resident student attending grades K-8 between the school such child legally attends and before- and/or after-school child care locations upon written request of the parent or guardian submitted on or prior to April 1 of the preceding school year. However, a parent or guardian of a child not residing in the district on such date shall submit a written request within 30 days after establishing residence in the district.

The providing of transportation to or from before- and/or after-school child-care locations, if provided, shall be offered equally to all children in like circumstances residing in the district, provided that the Board of Education may limit the provision of such transportation to child-care locations located within the attendance zone of the school the child attends and to child day-care centers and school-age child-care programs licensed or registered pursuant to Section 390 of the Social Services Law located anywhere within the school district.

- I. Leasing of school buses: The Board of Education authorizes the leasing or rental of district vehicles in accordance with existing laws and regulations to not-for-profit organizations, senior citizen groups, civic organizations, governmental units, veterans organizations, the Boy Scouts, the Girl Scouts, and other qualified organizations other than those of a sectarian origin. All costs incurred by the school district shall be reimbursed in full by the organization.

REGULATION

1998

5730

Noninstructional/Business Operations

SUBJECT: Transportation Program (Cont'd)

- J. Carry-on restrictions: Students shall not bring onto the bus any article that may endanger any passenger on the school bus or that in any way may distract the driver while the bus is in motion. The article shall be no larger than that which the student can carry on his or her lap. Live animals are not allowed on the bus.
- K. After-school activities: Transportation services will not be provided for after-school activities such as scouts, birthday parties, social functions, music lessons, dance lessons, and other non-school activities unless written permission is received in advance from the parent or guardian and provided:
- a. there is room on the bus
 - b. the building principal approves
 - c. there is no deviation from established routes
 - d. there is not additional cost to the school district.
- L. School bus transportation services shall not be used to transport students between school and home or the child-care location during the day for students who become ill and need transportation except in extreme or unusual circumstances as determined by the building principal.
- M. School-sponsored activities
- 1. Athletes will be transported to away contests by school authorized vehicles only. Athletes must return to the District on school authorized vehicles. The only exception would be those athletes who leave a contest with legal guardians. The parent or legal guardian must sign a permission slip before taking the athlete. Notes to ride home with individuals other than legal guardians cannot be accepted.
 - 2. The same procedures will apply to students being transported on district vehicles to school-sponsored events.

Only the building principal or director of athletics may authorize exceptions to this regulation, and they must be handled in advance of the trip during regular business hours.