

CARBON CAREER & TECHNICAL INSTITUTE

SECTION: OPERATIONS

TITLE: TRANSPORTATION

ADOPTED: November 18, 2004

REVISED: October 19, 2006, January 15, 2015

810. TRANSPORTATION	
<p>1. Purpose</p>	<p>The Joint Operating Committee recognizes its responsibility to arrange suitable transportation for its students.</p>
<p>2. Authority Title 22 Sec. 23.1, 23.2, 23.4, SC 1361, 1362 SC 1362</p>	<p>The Joint Operating Committee shall provide all transportation for its students which may be required by law or which it considers desirable, by any of the same methods authorized for a school district or by contract with one or more participating school districts. It may also apply for and receive state reimbursement on behalf of the participating school districts.</p> <p>The Joint Operating Committee shall provide student transportation at its expense if students do not reside within a safe and reasonable walking distance of the school or there are no sidewalks along the main highway or township road where the students are compelled to travel going to and from school.</p> <p>The general policy for walking students shall be as follows:</p> <ol style="list-style-type: none"> 1. Secondary students living two (2) miles or less from the school they attend shall walk. Exceptions to this policy may be made by the Joint Operating Committee where traffic and/or road and weather conditions make walking dangerous. 2. Walking distance to the bus stop for secondary students shall be determined by the side roads. Secondary students shall be expected to walk a distance not to exceed half of the above distances to the main road and bus route; i.e. one (1) mile for secondary students if conditions as such that it is impractical to route the bus in any other way. 3. Where sidewalks and/or private driveways are located along the assigned routing of such buses, bus stops shall be so located as to be central to the residences of students assigned to the stop.
<p>3. Delegation of Responsibility</p>	<p>School bus routes and bus stops shall be developed respectively by the administrations and approved by the Board of School Directors of the member districts.</p>

<p>Title 22 Sec. 23.4</p>	<p>The building 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>4. Guidelines</p>	<p>Authorized routes traversed by a bus shall be posted within each member district, along with a list of students authorized to ride the vehicle and schedule of stops.</p> <p>Enough buses shall be provided, and routes shall be designated, so that maximum utilization of buses and each driver of a bus used to transport students to cocurricular activities shall meet the minimum requirements as described in the Pennsylvania School Code.</p>
<p>SC 1361, 1362</p>	<p>Each bus driver shall receive and abide by the instructions as printed in the School Bus Driver's Handbook distributed by the Department of Education.</p> <p><u>Private Contracts</u></p> <p>The Joint Operating Committee may enter into contracts with private persons or organizations in order to provide the necessary student transportation within the attendance area.</p> <p>Contracts for privately-owned transportation services shall be awarded on a competitive basis, except that an extension of a contract currently held may be negotiated for an extension of time and/or a change in the daily rate.</p> <p>All contracts for transportation shall be legally executed.</p> <p>It shall be unlawful for any driver or owner of a vehicle transporting students under contract with a school, or for any member of the Joint Operating Committee, to demand, request or accept any compensation for transporting students, other than the compensation stipulated in the contract filed with and approved by the Department of Education.</p> <p>All vehicles used by the school to transport students shall meet minimum standards as approved by the State Board of Education or other agencies such as the Federal Department of Transportation.</p> <p>Privately-owned vehicles used to transport students at public expense shall maintain insurance as required by the State of Pennsylvania.</p> <p><u>Extra Help/Cocurricular Activities</u></p> <p>Activity buses may be made available to students who reside within the geographic area of the participating school districts and participate in cocurricular extra help activities. Students riding these buses are subject to all school bus rules and policies</p>

<p>SC 111 23 Pa C.S.A. 6301 Title 22 Sec. 23.4</p>	<p>with regard to conduct as outlined in the Student Handbook.</p> <p><u>Chaperones</u></p> <p>All school-related activities requiring the use of buses to transport students to and from school-approved activities will be required to use school-approved chaperones. The maximum number of chaperones will be limited to five (5) individuals for each bus with a minimum of one (1) chaperone per bus. Chaperones must be employees of the Carbon Career and Technical Institute or approved adults over the age of twenty-one (21) with all appropriate required clearances on file.</p> <p>Individuals approving field trip requests shall be responsible for approving chaperones. Chaperones other than school employees shall be listed by name and the reason they are participating as chaperones.</p> <p><u>Eligibility of Students</u></p> <p>Only those students designated by the administration as eligible for regular transportation shall be allowed to ride buses. No student shall ride a bus other than their regularly assigned bus.</p> <p>Nonresident students enrolled in the Carbon Career and Technical Institute may ride a bus at public expense on established routes within the geographic area of the participating school districts.</p> <p>Students going to and from cocurricular events may ride a bus made available at public expense, provided they are a participant in the activity for which the transportation is provided. The Carbon Career and Technical Institute bus and/or van will be utilized whenever possible. Other means of transportation may be utilized upon administrative approval. School clubs may be asked to reimburse the school for such expenses. All spectators and/or visitors will need the approval of the administration if they are to be transported.</p> <p>Students who willfully violate rules and regulations of riders may be suspended indefinitely of their transportation privileges.</p> <p>The students are the first and prime responsibility of the driver with safety as the main concern.</p> <p>The administration of the school shall include rules and regulations for riders of buses in the Student Handbook.</p> <p>Surveillance devices may be placed on any or all transportation vehicles.</p> <p>Students are to be instructed in their classrooms of the need for observance of all safety rules and bus regulations.</p>
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<p>School Code 1331, 1361, 1362, 1374, 1850.1, 2541, 2542</p> <p>PA Code Title 22 Sec. 23.1, 23.2, 23.3, 23.4</p>	<p>Drivers are not to refuse bus privileges or order students from the bus since this action can only be taken administratively.</p> <p>In case of misconduct by students, forms are provided for reporting such action.</p> <p>Reports of misconduct are to be given to the Supervisor of Transportation on the day of the occurrence.</p> <p>The Supervisor of Transportation shall decide upon further action, dependent on upon the seriousness of the misconduct report.</p> <p>Extreme cases of misconduct may involve exclusion of school transportation privileges for a period of time.</p> <p>Permanent exclusion can result from extremely serious or repeated misbehavior with the student's parent/guardian being notified.</p>
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