

SPECIAL USE OF SCHOOL BUSES

District-owned buses will be used solely for the purpose of transporting students and school personnel for school-approved activities. They will be available to all classes, groups, or organizations within the district's schools in accordance with the following:

1. The use of district-owned buses will be scheduled through the Superintendent's office
2. Fees for the use of the district-owned buses will be established and made part of the district regulations.
3. The drivers of the district-owned buses must possess a valid license as required by law.
4. The drivers of the district-owned buses will see that the buses are not overloaded, that pupils conduct themselves in safe and orderly manner while in the buses and that the school-owned buses are operated in a safe and lawful manner.
5. The drivers of the district-owned buses will be responsible for reporting in writing to the transportation office the condition of buses, particularly any need for repair or servicing.
6. District-owned buses and drivers expense will be paid by the Board of Educating for all approved field trips. Class trip expenses will be borne by the class.

Organizations not affiliated with the school district may apply to the superintendent for rental of buses and drivers. Each application must be approved by the Superintendent and the Board of Education.

CROSS REFS.: IICA, Field Trip and Excursions