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R 8600 TRANSPORTATION

Route Development

The Superintendent or designee shall ensure that the following conditions are developed in consonance with State law, code, safety and efficiency:

- A. Location of bus stop.
- B. Distance a pupil is expected to walk from home to a bus stop.
- C. Number of pupils to be served at a single bus stop.
- D. Schedule to be maintained in relation to school operating hours.

All routes are to be established only after the Superintendent or designee has personally surveyed the roads to determine:

- A. Length and location of route.
- B. Number and location of stops.
- C. Number of children that can be transported on that route.
- D. Distance between stops.

Regular Transportation Routes

The following regulations shall be followed for typical bus routes:

- A. No stops that may increase the cost of the route may be made unless authorized by the Board of Education. The Superintendent or designee may alter some stops during the course of the school year. Drivers shall not make any stop not authorized by the Superintendent or designee.



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- B. Transportation routes shall be planned for maximum economy, consistent with safe, efficient pupil transportation. Routes should be planned to load and unload pupils on the side of the road on which they reside, unless impractical or inadvisable. The State required distance between stops (300') should be observed.
- C. Buses **should** not travel down cul de sacs. Cul de sacs longer than .5 miles may be considered.
- D. A Kindergarten bus stop is not necessarily the assigned stop for the pupil upon reaching first grade. The neighborhood stop will be assigned.
- E. Routes for large buses shall be planned for those roads that are capable of accommodating them. Bridge weight limit capacity shall be observed.
- F. Routes will normally be designed so that no district owned bus or contractor's bus will enter a private driveway or roadway. Exceptions to this guideline may occur in the event of a special education route.
- G. Before utilization of a road that is being built to become a future public roadway, the following steps must be adhered to:
 - i. The Board of Education will request permission from the land owner to use the roadway.
 - ii. The Board will provide the land owner with a copy of current automobile insurance coverage.
 - iii. The land owner must, in writing, authorize the board of education to use the roadway.



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- iv. The Board of Education will secure written assurance from the Township of Clinton that the roadway is being built or developed to be a public roadway and that snow removal and police protection will be provided.

Special Transportation Routes

Any pupils requiring special transportation should have their needs outlined by pupil services through the development of the IEP - Individual Education Program.

Transportation needs shall include the following:

- A. Appropriate vehicle for the special needs child.
- B. Specific point of pick-up and return.
- C. Approximate time of pick-up and return.

Bus Assignment

- A. Pupils shall only ride the bus to which there are assigned. Pupils are not permitted to ride another bus for after school activities which include but are not limited to scouts, visiting a friend, birthday parties, school projects, etc.
- B. The driver shall be in charge of the bus at all times and shall be responsible for the proper discipline, safety and welfare of the pupils while in transit.
- C. He/she shall never exclude a pupil from a bus during any trip to and from school. If the driver is unable to handle any pupil, he/she shall report the unmanageable child to the Principal or Assistant Principal of the school the child attends.
- D. The driver may assign or reassign to each pupil a definite seat, which the pupil shall occupy unless changed by the Principal of the school to which the pupil is being transported.



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- E. The driver shall follow the established route and make stops thereon as designated by the Board of Education and the Principal or Assistant Principal.
- F. If in the judgment of the Board, any bus driver is deemed to be an unsuitable person to drive a school bus because of lack of driving skill, inability to control pupils, being under the influence or partaking of alcohol or habit forming drugs during the days school is in session prior to completion of his/her transportation duties for the day, failure to comply with rules, incapability, unbecoming conduct, or other good cause, the Superintendent or designee will immediately request removal of the driver.

Dual Residences within Clinton Township

In the event that a student has dual residences within Clinton Township as the result of a Judgment of Divorce with joint legal and physical custody, the parents may annually make request on the appropriate application, that bus transportation be provided to and from both Clinton Township residences pursuant to an established schedule. Such requests must be accompanied by competent evidence of dual residency.

On the annual application, parents must jointly designate one parent's residence as the student's "primary residence" (domicile) and the other parent's residence as the student's "secondary residence" for the purpose of bus transportation. In the event that parents are unable to jointly designate one parent's residence as the "primary residence" and the other parent's residence as the "secondary residence", the request for dual residence transportation will not be considered and transportation will be provided to and from the child's primary residence (domicile) only.

If the established route to the secondary residence is at capacity with resident students, this type of arrangement cannot be accommodated. In addition, if the seat on the bus and route for the secondary residence reaches capacity with resident students at any point during the course of the school year, the child shall relinquish the bus transportation to and from the secondary residence and will then receive transportation solely to and from the designated primary residence (domicile).



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Applications for transportation to and from a secondary residence will be evaluated by the Board of Education on a student by student - not family by family - basis and can only be granted provided there is an available seat on the designated route and bus. Whereas determination shall be based upon available seats on the child's would-be route to and from the "secondary residence", siblings who share dual residences within Clinton Township are not all guaranteed accommodations.

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