

Some quick tips regarding student transportation:

§ There are only three incidences when a student is being transported for school related activities when paperwork is not required: 1) student is driving him/herself; 2) student's parent is driving him/her; or 3) home-to-school.

§ Any student trips that are overnight or more than 150 miles (one way) must be submitted to the Superintendent for board approval at least one month prior to the trip.

§ Walk-on PAID coaches are considered employees for the purposes of driving for district business.

§ Anyone driving students must meet the requirements as outline above under "Use of Private Vehicles" and "Use of District Vehicles".

§ All paperwork must be approved by the site administrator before being forwarded to Fleet Maintenance, SCOE, or the district office.

§ Driver applications are not approved until ALL paperwork is submitted and the driver has been added to the Approved Driver List.