

732 EXTRACURRICULAR, CO-CURRICULAR AND SCHOOL ACTIVITIES TRANSPORTATION

I. PURPOSE

The purpose of this policy is to clarify for students, parents and staff the school district's policy regarding extracurricular, co-curricular and school activities transportation.

II. GENERAL STATEMENT OF POLICY

The determination as to whether to provide transportation for students, spectators or participants to and from extracurricular, co-curriculars and activities shall be made solely by the school district administration. This determination shall include, but is not limited to, the decision to provide transportation, the persons to be transported, the type or method to be utilized, all transportation scheduling and coordination, and any other transportation arrangements or decisions. Employees who are involved in extracurricular, co-curriculars and activities shall be advised by the administration as to the transportation arrangements made, if any.

III. ARRANGEMENT OF CO-CURRICULAR AND ACTIVITIES TRANSPORTATION

School district employees shall not undertake independent arrangement, scheduling or coordination of transportation for extracurricular, co-curriculars and activities unless specifically directed or approved by the school district administration. All transportation arrangements made by a school district employee must be approved by a building administrator. If the school district makes no arrangements for extracurricular transportation, students who wish to participate are responsible for arranging for or providing their own transportation.

IV. NO EMPLOYEE TRANSPORTATION OF STUDENTS

An employee must not use a personal vehicle to transport one or more students except as provided herein. However, employees may make appropriate transportation arrangements for students as necessary in an emergency or other unforeseeable circumstance.

In the nonemergency situation, an employee must get prior, written approval from the administration before transporting a student in a personal vehicle. If a school vehicle is available, the employee will use the school vehicle. The administration has the sole discretion to make a final determination as to the appropriate use of a personal vehicle to transport one or more students.

If any emergency transportation arrangements are made by employees pursuant to this section, the relevant facts and circumstances shall be reported to the administration as soon thereafter as practicable. All vehicles used to transport students shall be properly registered and insured.

V. FEES

In its direction, the school district may charge fees for transportation of students to and from extracurricular, co-curriculars and activities conducted at locations other than school, where attendance is optional.

Legal References:

Minn. Stat. § 123B.36 (Authorized Fees)

Minn. Stat. § 169.011, Subd. 71(a) (Definition of a School Bus)

Minn. Stat. § 169.454, Subd. 13 (Type III Vehicle Standards – Exemption)

Cross References:

Policy 538 (Field Trips for Students)

MSBA/MASA Model Policy 610 (Field Trips)

Policy 733 (Student Transportation Safety Policy)

MSBA Service Manual, Chapter 2, Transportation

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Alexandria Public Schools - No.206

Alexandria, Minnesota