

Adopted: May 14, 2015

Revised: \_\_\_\_\_

**Success Academy**  
**POLICY No. 5.5.7**  
**STUDENT TRANSPORTATION AND SCHOOL BUS SAFETY**

**I. PURPOSE**

The purpose of this policy is to establish expectations and policies concerning the safe transportation of Success Academy students to and from school.

**II. POLICY STATEMENT**

It is the policy of Success Academy to comply with state law regarding student transportation and school bus safety.

**III. GENERAL EXPECTATIONS**

Transportation by school bus is a privilege not a right for an eligible student. A student's eligibility to ride a school bus may be revoked for a violation of school bus safety or conduct policies, or for violation of any other law governing student conduct on a school bus. Revocation of a student's bus riding privilege is not an exclusion, expulsion, or suspension under the Pupil Fair Dismissal Act. For a student who is an individual with a disability under the Individuals with Disabilities Education Act, United States Code, title 20, section 1400 et seq., Section 504 of the Rehabilitation Act of 1973, United States Code, title 29, section 794, and the Americans with Disabilities Act, Public Law 101-336, revocation of the student's eligibility to ride the school bus must be consistent with the requirements of those laws.

**IV. TRANSPORTATION ELECTION/OPTION**

Success Academy may, but is not required to, provide transportation to students. Each year Success Academy will notify the district in which the school is located and the Department of Education if it will provide its own transportation or use the transportation services of the district in which it is located. At the time a student enrolls in Success Academy, the school must provide the parent with information regarding the transportation.

Success Academy elects to provide transportation for its students. The transportation will be provided in the form of bus stops within certain areas where the number of students attending warrants the cost of such a bus stop. Success Academy is not required to provide or pay for transportation within 1 mile between the student's residence and where Success Academy is located. A parent may waive the benefit of transportation and be reimbursed by Success Academy for the costs of transportation from the student's

residence to the Success Academy if the student is from a family whose income is at or below the poverty level, as determined by the federal government. The reimbursement may not exceed the student's actual cost of transportation or 15 cents per mile traveled, whichever is less. Reimbursement may not be paid for more than 250 miles per week.

If Success Academy does not elect to provide transportation, transportation for students enrolled at Success Academy will be provided by the district in which the Success Academy is located, according to Minnesota Statutes sections 123B.88, subdivision 6, and 124D.03, subdivision 8. If the district provides the transportation, the scheduling of routes, manner and method of transportation, control and discipline of the pupils, and any other matter relating to the transportation of pupils shall be within the sole discretion, control, and management of the district.

## **V. SAFETY TRAINING**

If Success Academy elects to provide transportation for its students, Success Academy will provide school bus safety training as required by Minnesota law and this policy.

A. Success Academy will provide its students enrolled in kindergarten through grade 5 with age-appropriate school bus safety training covering the following concepts:

1. Transportation by school bus is a privilege and not a right;
2. Policies for student conduct and school bus safety;
3. Appropriate conduct while on the school bus;
4. The danger zones surrounding a school bus;
5. Procedures for safely boarding and leaving a school bus;
6. Procedures for safe street or road crossing; and
7. School bus evacuation.

B. Timing of Training

1. Kindergarten through grade 5 enrolled during week one-two. Students enrolled in kindergarten through grade 5 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training competencies by the end of the third week of school. Success Academy may also provide kindergarten pupils with bus safety training before the first day of school.

C. Ongoing training. Success Academy will provide students enrolled in kindergarten through grade 3 school bus safety training twice during the school year.

D. Accommodations for Safety Training. Success Academy will make reasonable accommodations for the school bus safety training of pupils known to speak English as a second language and pupils with disabilities.

## **VI. PROCEDURES TO BE DEVELOPED**

- A. Development of Procedures. Success Academy Administration will develop and implement comprehensive, written procedures governing pupil transportation safety. The procedures must include:
1. Provisions for appropriate student bus safety;
  2. Rules governing student conduct on school buses and in school bus loading and unloading areas;
  3. A statement of parent or guardian responsibilities relating to school bus safety;
  4. A system for reporting school bus accidents or misconduct and a system for dealing with local law enforcement officials in cases of criminal conduct on a school bus;
  5. A discipline policy to address violations of school bus safety rules, including procedures for revoking a student's bus riding privileges in cases of serious or repeated misconduct;
  6. A system for integrating school bus misconduct records with other discipline records;
  7. Operating rules and procedures; and
  8. Emergency procedures.
- B. Reportable offenses. A "Reportable offense" means misbehavior on a bus that causes an immediate and substantial danger to self or surrounding persons or property. The Executive Director, the school transportation safety director, or other designated school official shall immediately report to the local law enforcement agency having jurisdiction where the misbehavior occurred if the reporting school official knows or has reason to believe that a student has committed a reportable offense on a school bus or in a bus loading or unloading area. The reporting school official shall issue a report to the commissioner of public safety concerning the incident upon request of the commissioner.

## **VII. APPOINTMENT OF SCHOOL TRANSPORTATION SAFETY DIRECTOR**

If Success Academy elects to provide transportation for its students, the Executive Director shall designate a school transportation safety director to oversee and implement pupil transportation safety policies. The transportation director shall have day-to-day responsibility for pupil transportation safety.

**Legal References:** Minn. Stat. §124E.10, subd. 16 (Charter school law)  
Minn. Stat. §121A.59 (Bus Transportation general provisions)

Minn. Stat. §§123B.90 -.91 (School Bus Safety Training and  
Transportation Director)  
Minn. Stat. §169.4582 (Reportable Offenses)

**Resources:** The Commissioner of Education is required by law to have developed and to maintain a comprehensive list of school bus safety training instructional materials for pupils who ride the bus that includes bus safety curriculum for both classroom and practical instruction.