

## TRANSPORTATION

It is the policy of the Board of Education to provide transportation for those students, of any age, whose distance from their school makes this service necessary within the limitations established by State law and the regulations of the Department of Public Instruction or other appropriate agency.

School buses and student-transportation vehicles shall be purchased, housed, and maintained by the District or the District shall contract for transportation services in accordance with Policy 8680 for the transportation of resident students between their home areas and the schools of the District to which they are assigned. However, no vehicle with a capacity of more than fifteen (15) shall be purchased or used to transport students for which there is no applicable, passenger-protection, Federal motor-vehicle safety standards.

All school buses and student-transportation vehicles, whether purchased, leased, or contracted for as provided in Policy 8680 shall comply with specifications defined in State and Federal law. Each operator of a school vehicle used to transport students of the District shall be licensed for the purpose for which the vehicle is being used and shall operate the vehicles in accordance with Federal and State laws.

Transportation for private school students, eligible for transportation under State law, shall be provided on the same basis as for District students.

Transportation of eligible students with exceptional educational needs or attending a technical education program shall be arranged through the use of District-owned vehicles, through cooperation with other districts, through commercial carriers, and/or by other means in the most efficient and economical manner.

Transportation privileges may be revoked if the student's conduct is in violation of the District Administrator's administrative guidelines or the Code of Conduct pertaining to student transportation. Such revocation shall be in accord with statutorily-required procedures.

The Board authorizes the District Administrator to install and operate video cameras on District buses to enhance student safety and well-being. S/He shall establish appropriate administrative guidelines for the proper use of the cameras.

The District Administrator shall establish administrative guidelines to ensure proper implementation of this policy.

120.13(27m), 121.52, 121.53, 121.54 et seq., Wis. Stats.

## TRANSPORTATION ROUTE PLANNING CRITERIA

### **ELIGIBILITY CRITERIA**

The District will transport students attending public or private schools located outside the corporate limits of the City of Neenah, but within the boundaries of the District, who reside in the District two or more miles from the nearest public or private school they are entitled to attend.

Such students may qualify for transportation if they reside less than two miles from the nearest public or private school they are entitled to attend if unusual hazards (as defined below) exist for such students walking to and from school or if such students are disabled (as defined in AG8606).

The two mile distance is measured from the residence to the school by the usually traveled route.

Students attending public or private schools located within the corporate limits of the City of Neenah will not be transported whether they reside within or outside the City of Neenah unless unusual hazards (as defined below) exist for such students walking to and from school or if such students are disabled (as defined in AG8606).

Students attending private schools located outside the boundaries of the District will not be transported.

### **UNUSUAL HAZARDS**

An "unusual hazard" exists for those students who are required to walk to school on a town road, county, state, or federal highway where there are no sidewalks or paved trails and the speed limit is in excess of 25 miles per hour. Additionally, the roundabouts located at the intersection of the on-ramps and off-ramps of Interstate Highway 41 and Breezewood Lane are deemed to be an "unusual hazard."

Any student may be required to walk through an "unusual hazardous" area if such distance does not exceed 1/2 mile for students, Grades 6-12, and 1/4 mile for students, Grades 4K-5.

### **INTERSCHOOL ROUTES**

Transportation of children in grades K-5 will be limited to those students who, for the convenience of the school district, are assigned to school buildings that are not located in their normal attendance area. There will be no interschool transportation for students in grades 6-12. Any transportation provided under this section will be guided by the Unusual Hazards policy (as defined previously).

**OFFICE OF THE DISTRICT ADMINISTRATOR  
NEENAH JOINT SCHOOL DISTRICT  
ROUTES AND SCHEDULES**

OPERATIONS  
8610/page 2 of 4

All school bus routes and schedules will be approved by the Superintendent and parents will be notified no later than two weeks prior to the start of the school year. Routes will be posted throughout the school year as follows:

In school buses to which they pertain.

In each school serviced by bus transportation.

In the Administration Office.

In the office of the contractor.

Should permanent changes in routes or scheduling become necessary during the school year, parents of students affected will be notified before the change is placed into effect. Generally the length of time any one student would be required to remain on the bus, proximity of bus stops to students' residences, safe practices in bus operation, school schedules, and other factors ensuring safety and reasonableness of operation shall figure in determining the routing of each bus and the location of pick-up and discharge points.

**SPECIFIC GUIDELINES**

Students shall not ride on a bus longer than one hour and fifteen minutes under normal conditions. Generally, students with disabilities served in the District and requiring special transportation will not ride on a bus longer than forty-five minutes under normal conditions. A special effort will be made to minimize the amount of time students in the Early Childhood Program and 4K are on the bus to and from school.

Schedules should be established which will cause the students to be picked up at a set time and arrive at school before the start of the first class, but not earlier than fifty minutes before the start of classes. Arrival for students with disabilities who receive special transportation will generally be within twenty-five minutes of the start of classes.

At the close of the school day, buses should be scheduled so as to arrive at the school no later than fifty minutes after the close of the last normally scheduled class of all the elementary and secondary schools, but generally not later than twenty-five minutes for students with disabilities receiving special transportation.

Insofar as practicable, school buses will not turn around on public highways or private property and in no case shall a bus be turned around unless the driver has an unobstructed view in both directions of at least 500 yards.

School buses will not go into private driveways for the specific purpose of picking up students.

Where practicable, buses will transport high school and middle school students separately from elementary and kindergarten students.

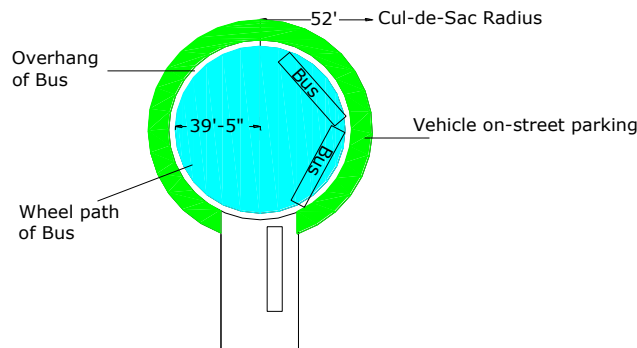
Buses will not go into platted areas or subdivisions or dead-end streets or dead-end unplatted areas unless the walking distance for the most distant student is one-quarter (1/4) mile or more for K-5 students and will not go into any plats for 6-12 students. In addition, if

**OFFICE OF THE DISTRICT ADMINISTRATOR  
NEENAH JOINT SCHOOL DISTRICT**

the line of sight to the bus stop at the entrance to the platted area or a subdivision is less than the criteria established by the Federal Government Guidelines for placement of warning signs then buses will go into platted areas for K-5 students only regardless of the walking distance for the most distant student. The U.S. Office of Transportation Federal Guidelines are as follows:

| <u>Miles per hour</u> | <u>Sight line distance</u> |
|-----------------------|----------------------------|
| 20                    | 175                        |
| 30                    | 325                        |
| 35                    | 400                        |
| 40                    | 475                        |
| 45                    | 550                        |
| 50                    | 625                        |
| 55                    | 700                        |

An exception to the rule above would be when a bus would be routed into an area for the reason of turning the bus around. In all cases a safe and adequate place for the bus to turn around must be provided. The district defines "safe and adequate" as meaning a fully maintained, paved surface with a radius of not less than fifty-two (52) feet. Buses will not go into plats that have streets with speed bumps.



Students will not be picked up or dropped off at baby sitters and/or child care centers except as follows:

- (1) There must be room on the bus on an established route serving the school attended. This means that the route would not be altered or a bus stop added to provide baby sitter service.
- (2) The parents must request this service in writing with the understanding that the student/students may have to walk from the nearest bus stop for the baby sitter.
- (3) The service must be on a continuous basis. It cannot be intermittent. For example, the service must be continuous Monday through Friday, not home one day and the baby sitter the next.

**OFFICE OF THE DISTRICT ADMINISTRATOR  
NEENAH JOINT SCHOOL DISTRICT  
LOADING AND UNLOADING**

OPERATIONS  
8610/page 4 of 4

Riders may be required to board the bus up to and including one mile of roadway from the point of intersection of their home driveway and the public road. The general guidelines that will be followed will be up to 1/2 mile for Grades 6-12 and up to 1/4 mile for students under sixth grade. Safety and economies of operation may dictate pick-up points that exceed these general guidelines. There shall be no guarantee that students will be picked up at their own driveways.

At school, students will be picked up and discharged at a point not requiring the crossing of any street between the bus and school. When returning from school, students will be discharged at the point of pick-up on the inbound morning route. A student's pick-up point may not be changed except by school authorities. Students will not be picked up or discharged at intermediate points such as stores or friends homes.

**EXCEPTIONS FOR FOUR-YEAR-OLD KINDERGARTEN**

Students attending public or private schools within the corporate limits of the City of Neenah will be transported if they live outside of a two-mile radius from their home school.

For all four-year-old kindergarten students, the District will provide transportation from school at the conclusion of AM classes, to school prior to the beginning of PM classes, and from school at the conclusion of PM classes. This transportation service will be provided to and from the doors of the pick-up and drop-off locations.

Students that do not attend the school within their normal attendance area will not be offered transportation services.