

# NORTHEASTERN EDUCATIONAL INTERMEDIATE UNIT 19

SECTION: OPERATIONS

TITLE: TRANSPORTATION

ADOPTED: June 26, 2012

REVISED:

810. TRANSPORTATION	
<p>1. Purpose</p>	<p>Transportation for Intermediate Unit students shall be provided in accordance with law, Board policy and the terms of the contract for transportation between the Intermediate Unit and contracted provider.</p>
<p>2. Authority SC 1361, 1362 Title 22 Sec. 23.1, 23.2, 23.4</p> <p>SC 111 Title 22 Sec. 8.1 et seq 23 Pa. C.S.A. Sec. 6301 et seq</p> <p>35 P.S. Sec. 4601 et seq</p> <p>Title 67 Sec. 212.101</p>	<p>The Board shall contract for school bus services for transportation of students to and from Intermediate Unit programs at regularly scheduled hours and for field trips.</p> <p>A school bus driver shall not be employed until s/he has complied with the mandatory background check requirements for criminal history and child abuse and the Intermediate Unit and/or contractor have evaluated the results of that screening process.</p> <p>Copies of required clearances shall be filed with the Intermediate Unit for each school vehicle operator providing transportation to students, under the terms of the contract for transportation between the Intermediate Unit and contracted provider.</p> <p>The Board prohibits any diesel-powered motor vehicle weighing 10,001 pounds or more to idle for more than five (5) minutes in any continuous sixty-minute period while parked, loading or unloading, except as allowed by law.</p> <p>The Board shall ensure that permanent signs, notifying drivers of the idling restrictions, are maintained on Intermediate Unit property at locations where diesel-powered motor vehicles weighing 10,001 pounds or more load and unload. Signs shall also be posted at locations that provide fifteen (15) or more parking spaces for such diesel-powered motor vehicles.</p>
<p>3. Delegation of Responsibility Title 22 Sec. 23.4</p>	<p>The program supervisor or building administrator may suspend a student from bus transportation for disciplinary reasons, and the parents/guardians shall be responsible for the student's transportation.</p>

<p>Title 22 Sec. 23.4 Pol. 121</p> <p>Title 22 Sec. 23.4</p> <p>Title 22 Sec. 23.1, 23.4</p> <p>Title 22 Sec. 23.4</p>	<p>The Transportation Coordinator or designee shall be responsible to:</p> <ol style="list-style-type: none"> <li>1. Establish administrative regulations that specify the number of chaperones to accompany students in connection with Intermediate Unit-related activities and field trips.</li> <li>2. Prepare an Intermediate Unit map or schedule indicating each bus stop and bus route, subject to Board approval and in accordance with the terms of the transportation contract.</li> <li>3. Maintain records and make required reports regarding school transportation.</li> <li>4. Distribute rules governing student conduct during transport; such rules shall be binding on all students transported by the Intermediate Unit.</li> </ol>
<p>4. Guidelines</p>	<p>Information related to the transportation of students shall be disseminated to parents/guardians through the Transportation Handbook.</p> <p><u>Reports Of Employee Crimes/Child Abuse</u></p> <p>The Intermediate Unit’s transportation contract carriers shall be responsible to inform the Intermediate Unit in writing at the beginning of each school year whether or not any of their employees:</p> <ol style="list-style-type: none"> <li>1. Have been charged, subsequent to approval as a bus driver, with a criminal offense that would bar their employment as bus drivers or contracted service providers.</li> <li>2. Were charged with a crime deemed serious under the criteria established by law.</li> <li>3. Have been charged with or convicted of crimes that affect their suitability to have direct contact with students.</li> </ol> <p>SC 111</p> <p>Pol. 304</p> <p>Pol. 317</p> <p>This responsibility is in addition to the requirement for clearances that must be presented to the Intermediate Unit when an individual is initially hired by the contract carriers.</p> <p>The Intermediate Unit and contract carriers shall have procedures in place to ensure they are notified by their employees when the employees are charged with crimes or child abuse. The procedures shall also include the provision that the failure on the part of employees to make such a timely notification shall subject them to disciplinary action, including termination.</p>

If any bus drivers have been charged as stated in this policy, the transportation contract carriers shall, in their written, yearly notification, include the name of the employee, nature of the offense, and the status of the disposition. The Intermediate Unit will review this information to determine if the employee shall continue to transport Intermediate Unit students.

Insurance Coverage

Certificates of insurance evidencing coverage must be provided to the Intermediate Unit and to the broker-of-record by transportation contractors.

Physical Examinations – Contracted School Vehicle Operators

The contracted transportation provider shall be required to submit to the Intermediate Unit proof of a current physical examination for each school vehicle operator providing transportation to students, in accordance with the terms of the contract for transportation between the Intermediate Unit and contracted provider.

Tobacco Use – Contracted School Vehicle Operators

School vehicle operators providing transportation to students through the contracted transportation provider shall not be permitted to smoke in vehicles or in the presence of students, even outside the vehicle, in accordance with the terms of the contract for transportation between the Intermediate Unit and contracted provider.

Electronic Devices – Contracted School Vehicle Operators

Any use of electronic communications or similar equipment by the driver, including but not limited to cellular devices or telephones, CBs, radios, DVD players, portable televisions, MP3 players, or walkie-talkies, or wearing any sort of headset or earpiece, shall be strictly prohibited while the vehicle is in motion. This prohibition includes making or receiving telephone calls, texting, and emailing. To the extent necessary, however, 911 and similar emergency calls may be made while the vehicle is in motion.

References:

School Code – 24 P.S. Sec. 111, 1331, 1361, 1362, 1365, 1366, 1374, 2541, 2542

State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq.,  
Sec. 15.1 et seq., 23.1, 23.2, 23.4, 23.6

State Department of Public Welfare Regulations – 55 PA Code  
Sec. 3270.171-3270.178, 3270.241

State Department of Transportation Regulations – 67 PA Code Sec. 212.101,  
447.1 et seq.

Diesel-Powered Motor Vehicle Idling Act – 35 P.S. Sec. 4601 et seq.

Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.

Transportation of Individuals with Disabilities, Title 49, Code of Federal  
Regulations – 49 CFR Part 37, Part 38

Board Policy – 000, 103, 121, 304, 317