

**Xavier Charter School
District 462
8000 Series
Non-Instructional**

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Goals

Policy Number: 8000

In order for students to obtain the maximum benefits from their educational program, a complex set of support services must be provided by the School. These services are essential to the success of the School, and the staff that provides them is an integral part of the educational enterprise. Because resources are always scarce, all assets of School operations, including non-instructional support services, shall be carefully managed in order to obtain maximum efficiency and economy. To that end, the goal of the School is to seek new ways of supporting the instructional program that shall maximize the resources directly available for students' learning programs.

Transportation

Policy Number: 8100

The Board's primary concerns in providing transportation services to students are the safety and protection of the health of students.

The School shall provide transportation to and from school for a student who:

1. resides in the Twin Falls School District Area and are at least one and one-half (1-1/2) miles from the school (determined by the nearest and best route from the junction of the driveway of the student's home and the nearest public road to the nearest door of the school the student attends or to a bus stop, whichever the case may be); or
2. is a student with a disability, whose IEP identifies transportation as a related service;
3. in the judgment of the Board, has another compelling and legally sufficient reason to receive transportation services, including the age, health or safety of the student; or
4. the residence of the student is within a "safety bussing" zone as defined by the rules of the State of Idaho.

Although the School will not transport students between child care facilities, if a student attends one of the following, transportation may be provided if the following is within the Twin Falls School District area:

1. day care center;
2. family day care home;
3. group day care facility; or
4. Relative's home.

Requests must be made in writing and received at least 72 hours in advance to assure the school can accommodate the request. The school will try to accommodate changes made on a temporary basis if the request is made in writing, signed by the parent or guardian, at least 24 hours prior to the requested change. Children may not ride a bus other than the one assigned without written permission from the parent. These requests will only be honored to the extent the bus has legal capacity to accommodate children who regularly ride that particular route.

The type of transportation provided by the School may be by a school bus or other vehicle, or by such individual transportation as paying the parent or guardian for individually transporting the student. The Board of Directors may authorize children attending nonpublic schools to ride a school bus provided that space is available and a fee to cover the per-seat cost for such transportation is collected.

Homeless students shall be transported in accordance with the McKinney Homeless Assistance Act and state law.



Legal Reference:

I.C. § 33-1501 Transportation Authorized

I.C. § 33-1503 Payments when transportation not furnished

IDAPA 08.02.03.109 Special Education

Safety Bussing

Policy Number: 8110

Safety busing is the transportation of a student who lives less than one and one-half (1 1/2) miles from school when, in the judgment of the Board of Directors, the age or health or safety of the students warrants such action.

The Board of Directors will only consider requests for safety busing for students living less than one and one-half (1 1/2) miles from school when one or more of the following criteria are met:

1. unsupervised crossing of a heavily traveled multi-lane roadway requiring beyond age level comprehension of complex traffic hazards;
2. walking along an arterial road and highway permitting fifty-mile-per-hour speeds;
3. crossing an intersection in competition with a high volume of right turning vehicles without the benefit of adult supervised crossing;
4. walking in the traffic lane of an arterial or collector street because of the absence of sidewalks or usable shoulders which are at least three (3) feet wide;
5. walking beside or over unprotected waterways;
6. walking routes which are temporarily interrupted by major road construction, building construction, or utility construction;
7. walking routes interrupted by numerous high traffic volume business driveways;

8. other unique circumstances or extraordinary factors. The existence of any of the above criteria does not automatically qualify an area for safety busing.

The existence of any of the above criteria does not automatically qualify an area for safety busing.

The Board of Directors may also consider evaluation factors including but not limited to: traffic count, traffic gap times, posted speed, width of roadway, width of walking area, length of time student would be exposed to area of concern, age of pupils, number of pupils, and traffic control signs and markings, as well as written comments from parents, patrons, and school personnel prior to a vote on the issue.

Each year, no later than the regular board meeting in August, the Board of Directors shall review and vote on all requests for new safety busing locations. The Principal or their designee is directed to review all existing safety busing locations at intervals of at least every three years.



Legal Reference:

I.C. § 33-1501 Transportation Authorized

National Bus Standards Adopted

Policy Number: 8111

All new school bus chassis and bodies must meet or exceed the 1995 revised edition of the National Minimum Standards for School Bus construction, as developed by the Twelfth National Conference on School Transportation.



Legal Reference: Idaho code 33-1502

Bus Routes

Policy Number: 8120

The Board of Directors may establish and alter, bus routes and establish and alter, non-transportation zones. Such routes and zones shall be determined each year not later than the regular August meeting of the Board. Nothing herein shall be construed as limiting the Board in altering such routes or zones when change in the condition of the roads, or in the number of pupils being transported would justify such alteration. The Board delegates the authority to alter

school bus routes to the Principal and/or designee, if in opinion, that the alteration would have a minimal impact on school operations.



Legal Reference: Idaho code 33-1502

Non-Busing Areas

Policy Number: 8125

Areas more than one and one-half (1 ½) miles from school where it is not practical to send a bus, the board of directors may declare such an area as a non-busing area. The board of trustees shall pay to the parent or guardian an amount per month not exceeding the maximum set by the State Board of Education for transporting such pupil to the school or to the bus stop, as the Board may determine. The parent or guardian shall furnish proof of insurance that satisfies the State Board of Education and the Xavier Charter School Board of Directors.



Legal Reference: Idaho Code 33-1503

Suspension of School Bus Riding Privileges

Policy Number: 8140

A student's school bus riding privileges may be suspended by school officials if he/she violates the school's rules for school bus riders; such suspension shall be in accordance with established due process proceedings.

Short Term Suspension

The principal may suspend a student for a maximum of fifteen (15) days per offense. There will be no appeal to higher authority for short-term suspensions.

Permanent Suspension:

Administrators recommend to permanently suspend a student's bus riding privileges, a long term suspension is appealable to the board of directors, the student may temporarily be suspended pending a review by the board.

School Bus Safety

Policy Number: 8145

It shall be the responsibility of the principal or his/her designee to develop and publish written rules establishing the rules and regulations for school bus safety and student conduct.

Animals on School Buses

Policy Number: 8148

Xavier Charter School generally prohibits students from bringing animals on school buses. Exceptions may be made upon application to the principal.

Contracting for Transportation Services

Policy Number: 8160

Contracting for Transportation Services

If the Board enters into a contract for transportation services, the contractor shall operate such equipment according to Charter School policy and the rules and regulations of the State Board of Education. All contracts for the transportation of students shall be in writing in a form approved by the Superintendent of Public Instruction. The contract shall be in effect for not more than five (5) years. Prior to entering into a contract for transportation services, the Charter School must advertise and bid for such services. The contract shall be awarded to the lowest responsible bidder. In determining what bid is the lowest responsible bidder, in addition to other enumerated specifications, the Charter School will not only take into consideration the amount of the bid, the Charter School will also consider the skill, ability and integrity of a contract to do faithful and

conscientious work and promptly fulfill the contract according to the letter and spirit.
References may be contacted.

A copy of the contract for transportation services will be filed with the Supervisor of Pupil Transportation in the Department of Education



Legal Reference: I.C. § 33-1501 Transportation authorized
I.C. § 33-1510 Contracts for transportation service
IDAPA 08.02.02.190.05 Contract for Transportation Services

Emergencies

Policy Number: 8300

If an emergency arises and, for some reason, pupils cannot be transported, the bus contractor and the school administration will make every effort to inform parents by telephone, and/or by use of the news media. In the event pupils are to be transported early from school to home, the bus contractor will be alerted and it shall be a joint responsibility of all concerned to inform parents or guardians of the emergency.

Field Trips

Policy Number: 8400

Field trips which take students out of the state must be approved in advance by the Board.

The Principal has the authority to approve all other field trips.

The Principal shall develop procedures for the operation of a field trip. Each field trip must be integrated with the curriculum and coordinated with classroom activities that enhance its usefulness.

The Board of Directors will negotiate with the regular contracted bus company a rate for field trips. The principal will have the authority to notify the bus company a specified amount of time prior to field trips.

Board of Directors Use of Electronic Mail

Proposed Policy 8710

Use of electronic mail (e-mail) by Board Members will conform to the same standards of judgment, propriety, and ethics as other forms of board-related communication. The Board will comply with the following guide lines when using e-mail in the conduct of school responsibilities:

1. The School Board will not use e-mail as a substitute for deliberations at Board meetings or for other communications or business properly confined to Board meetings.
2. Board members will be aware that e-mail and e-mail attachment received or prepared for use in Board business or containing information relating to Board business may be regarded as public records, which may be inspected by any person upon request, unless otherwise made confidential by law.
3. Board members will avoid reference to confidential information about employees, students, or other matters in e-mail communications, because of the risk or improper disclosure or unsecure websites. Board members will comply with the same standards as school employees, with regard to confidential information

Definitions

“Deliberation” is defined as the receipt or exchange of information or opinion relating to a decision, but not included informal or impromptu discussions of a general nature which do not specifically relate to a matter then pending before the public agency for decision.



Legal Reference:

I.C. 9-337 Public Writings *er.seq.*
I.C. 67-2341(2) Open Public Meetings – Definitions
Cowls Pub. Co. v. Kootenai Co. Bd. Of County Commissioners 144 Idaho 259 (2007)