



POLICY 2.26

4-I I recommend that the Board adopt the proposed revised Policy 2.26, entitled “Bus Scheduling, Routing, Stops and Storage.”

[Contact: Yevola Falana, PX 58312.]

Adoption

CONSENT ITEM

- The Board approved development of this revised Policy at the development reading on May 26, 2010.
- This revision adds language restricting one bus stop location per student address. Multiple stops will not be permitted.

POLICY 2.26

BUS SCHEDULING, ROUTING, STOPS AND STORAGE

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3 1. **Purpose.** --To ensure the School District's compliance with Florida laws and rules
4 governing bus scheduling, routing and stops for student transportation.
- 5 2. **Delegation of Authority.** --The School Board hereby delegates to the
6 Superintendent the authority to review annually the school bus routes
7 recommended by the Director of Transportation to insure that such routes are
8 planned to provide safety as well as cost effectiveness, and approve District bus
9 routes in conformance with Florida Statutes, State Board of Education Rules and
10 School Board policy. The Superintendent is authorized to approve revisions to bus
11 routes during the school year.
- 12 3. **Establishment of Bus Schedules and Routes.** -- Each bus route approved or
13 revised by the Superintendent and the Director of Transportation shall be planned
14 to ensure safety, economy and efficiency and shall meet the requirements of State
15 Board of Education Rules and the following:
 - 16 a. The route shall be planned, scheduled, and adjusted to the capacity of the bus
17 to serve students whose homes are beyond two miles from the school center
18 to which they are assigned, except as otherwise provided by Florida laws,
19 Federal laws and State Board of Education Rules.
 - 20 b. The routing of buses shall be planned to eliminate the necessity for students to
21 stand while a bus is in motion. In an emergency situation necessitating the
22 number of transported students to exceed the rated seating capacity of the
23 bus, the bus driver shall proceed at such a reduced rate of speed as to
24 maximize safety of the student riders.
 - 25 c. Designated bus routes shall be restricted to those areas where road
26 conditions, bridge capacities, and the number of transported students allow
27 such service to be economically feasible and practicable.
 - 28 d. A bus route shall not be extended for the purpose of accommodating students
29 whose homes are within a reasonable walking distance by a shorter or more
30 economical route which is available to serve the students.
 - 31 e. Bus routes shall, insofar as practicable, be restricted to main routes and
32 publicly maintained roads which at least:
 - 33 i. Provides a twelve (12) foot clearance overhead from ground level;
 - 34 ii. Is sufficiently wide so that tree limbs, bushes and similar hazards do not

- 35 exist;
- 36 iii. Are free of obstructions and with bridges which are adequate to support
37 the capacity of the bus when loaded; and
- 38 iv. Is opened to the public and maintained at public expense.
- 39 f. Only one (1) bus stop shall be assigned students, ~~on any given route~~ unless
40 the school ~~schedules~~ necessitates a dual assignment of ~~buses~~ stops, or to
41 comply with federal or state law.
- 42 g. A suitable turning area shall be available for any route requiring a bus to be
43 turned around.
- 44 h. The Director of Transportation shall accept and consider requests for a
45 change in a bus route and make recommendations to the Superintendent.

46 **4. Designation of Bus Stops.**

- 47 a. The Director of Transportation shall annually submit to the Superintendent for
48 approval bus stops which afford the maximum safety and protection for District
49 students being transported. The placement of bus stops shall be based upon,
50 but not limited to, the following factors:
- 51 i. Visibility of the bus stop for approaching motorists;
- 52 ii. Traffic speed, volume and other traffic considerations;
- 53 iii. Whether students may board and exit the bus, cross highways and await
54 arrival of buses with safety given the highway conditions;
- 55 iv. Adequacy of the waiting area for the number of students to safely wait for
56 the bus;
- 57 v. Adequacy considering whether such waiting area is free of debris, tall
58 grass, shrubs, etc.; the number of students; or other hazard that could
59 obstruct the view of a motorist in seeing children at the school bus stop in
60 daylight or dusk;
- 61 vi. Distance from the bus stop to the students' homes;
- 62 vii. Maintenance of the subject road area;
- 63 viii. Other significant or unusual hazards in the proposed area of the bus stop;
64 and
- 65 ix. Other factors the Superintendent and Director of Transportation deem

66 pertinent.

67 b. For students with needs of accommodation or assistance, the bus stop will be
68 determined consistent with the needs identified in the IEP and/or 504 Plan.

69 **5. Bus Route or Stop Changes.**

70 a. *Changes in Routes or Bus Stops.* The Director of Transportation is authorized
71 to accept and consider requests for a change in a bus route or bus stop, and
72 to make such changes based upon good cause. Good cause shall not include
73 changes in bus routes or bus stops to accommodate personal/individual needs
74 or decisions that are made in an arbitrary and capricious manner.

75 b. Bus stops shall be restricted to one (1) bus-stop location per student address.
76 No multiple stops shall be permitted.

77 c. *Prohibition Against Driver Changes.* School bus drivers shall not discontinue
78 stops, begin new stops, or otherwise change a route without prior approval of
79 the Director of Transportation.

80 **6. Non-Transportation Zones.** --The School Board shall designate, by map or
81 otherwise, nontransportation zones based on the Superintendent's
82 recommendations. Such zones shall represent areas in the District where
83 transportation services are unnecessary or impracticable. Non-transportation zones
84 shall be designated by the Board annually prior to the opening of schools and prior
85 to the designation of bus routes for the ensuing school year.

86 **7. Bus Accidents.** --An accident report shall be prepared immediately after an
87 accident involving a bus or school passenger. The Director of Transportation shall
88 insure the appropriate forms are completed and filed in accordance with Florida
89 Statutes, State Board of Education Rules, and School Board policy.

90 **8. Bus Storage.** --Drivers shall park buses where designated by the Director of
91 Transportation and under no condition will any driver vary from the parking area
92 designated. When the driver parks his bus at the end of the run, it shall not be
93 opened for the public to use in any way. Under no conditions shall the bus be used
94 for a personal or private purpose.

95 **9. Bus Route and Bus Stop Evaluations.** --School bus routes and safety of pupils at
96 bus stops shall be reviewed at least once each year (or prior to the beginning of
97 each school year) by the Department of Transportation. Periodic evaluations of
98 school bus routes and the safety of students at bus stops shall be conducted by the
99 Department of Transportation as deemed necessary by the Director of
100 Transportation or the Superintendent.

101 STATUTORY AUTHORITY: Fla. Stat. §§ 1001.41, 1001.42

102 LAWS IMPLEMENTED: Fla. Stat. §§ 1006.21, 1006.22
103 STATE BOARD OF EDUCATION RULE: 6A-3.0171, 6A-3.001, F. A.C.
104 HISTORY: 2/18/72; 7/21/82; 12/11/85; 7/8/2009; __/___2010

Legal Signoff:

The Legal Department has reviewed proposed Policy 2.26 and finds it legally sufficient for adoption by the Board.

Attorney

Date