

707R TRANSPORTATION OF PUBLIC SCHOOL STUDENTS

The following guidelines will govern the transportation of public school students consistent with the requirements of law.

- I. **The following are specific rules and regulations relative to determining student eligibility and route scheduling for transportation of Duluth Public Schools students:**
 - A. **If, when measuring the distance from a residential address to an assigned school, the designated distance registers within the boundaries of a resident block, students within the entire block shall be provided transportation in accordance with mileage requirements by grade level.**
 - B. **Distance shall be measured from the residential address of each transported student to the nearest school student entrance by an official school odometer.**
 - C. **School administrators desiring confirmation of the various mileage limits should contact the Transportation Manager.**
 - D. **A zoned map of a school attendance area indicating residential areas from which students are required to walk, as well as a map of the bus route(s) within the school attendance area, shall be made available by the Transportation Manager upon request of the principals.**
 - E. **Parents requesting transfers from one attendance area to another are responsible for pupil transportation arrangements based on approval. Transportation will be provided for administrative relocation of students.**
 - F. **The child care provider must reside in the home school attendance area. ~~In the case of magnet schools, the home school attendance area is district wide. Established magnet school routes shall be followed in transporting students to child care provider.~~ The child care residence must be eligible for transportation for grade level of child. Transportation must be on a permanent basis with one A.M. address pick up and one P.M. address drop off all days of the week within the home school attendance area. The child care arrangements must be made three (3) working days in advance of transportation.**
 - G. **Elementary school children attending child care facilities and Key Zone sites outside their residential attendance area may apply for enrollment in the public elementary school in the attendance area of**

the child care facility, provided classroom space is available. It is the parent's responsibility to provide transportation to and from the child care. The School District provides transportation between the child care and the school provided the child care address qualifies within District guidelines.

- H. **Requests for transportation for students with medical handicaps will be approved upon written verification by a physician that the student, for medical reasons, does require transportation to and from school. Medical permits for transportation must be renewed at the beginning of each school year.**
- I. **Transportation is provided for eligible students riding to and from school only. Students shall not ride the bus for purposes of Cub Scout and Brownie meetings, birthday parties, or visitations.**
- J. **Identification passes issued to secondary students for transportation on Duluth Transit Authority vehicles can be replaced. A cost will be charged for replacement.**
- K. **Vocational center students shall be provided transportation to and from their school of resident attendance.**
- L. **The school bus will stop at designated discharging and receiving points within a reasonable distance of students' homes to receive and discharge students.**
- M. **Students may request alternate bus stops, AM and PM. The stops must be within the eligible transportation boundary of their school. Stop changes, if approved, are assigned 5 days per week. ~~They shall be discharged from the bus at the same bus stop at which they were received.~~**

II. School Transportation Along Private Roadways

The Duluth Public Schools will provide transportation for eligible students living along township, road association, and private roadways if all of the following conditions are met.

- 1. **The distance between the residence driveway and the main road or nearest serviced turnaround must be one-half mile or more.**
- 2. **The roadway meets the following construction standards. The specifications are 18 foot finished driving surface. Surface of roadway must be at least 6" aggregate surface. All culverts across the roadway shall be 15" minimum diameter or larger.**

3. *The roadway is free of permanent, seasonal, or temporary safety hazards such as: unplowed roadway or turnaround, running water across roadway, tree branches or limbs in the way, steep shoulders with no guard rails, or any other possible safety compromising situations.*
4. *Adequate bus turnaround facilities are to be properly maintained. Turnaround facilities must be a minimum of 18 feet wide and 30 feet deep of finished surface without a serve grade in either direction. If a cul-de-sac is needed, it shall have a minimum 40 foot radius.*

~~*Roadways that do not meet the specifications of this policy and are receiving service as of September 9, 2004 will continue to receive service until such time that no students are eligible for service on the roadway. At such time service is requested to resume the roadway will be evaluated using the specifications described herein.*~~

Applications for request for school bus transportation along roadways may be obtained from the ISD #709 Transportation Department. Roadways must be inspected and certified that they meet the above specifications by a licensed engineering firm. Costs of inspection and certification are to be borne by the applicant.

Final approval and acceptance will be made by the Duluth Public School Transportation Safety Committee.

The Manager of Transportation may suspend transportation services along an approved roadway due to seasonal or temporary impassability, lack of adequate bus turn around facilities, inadequate roadway maintenance, road construction, or the existence of a hazardous safety condition.