



Book	Policy Manual
Section	First Reading by Board
Title	TRANSPORTATION BY PRIVATE VEHICLE FOR DISTRICT-SPONSORED ACTIVITIES OR TRIPS
Code	po8660
Status	First Reading
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Last Revised	January 31, 2022

8660 - **TRANSPORTATION BY PRIVATE VEHICLE FOR DISTRICT-SPONSORED ACTIVITIES OR TRIPS**

When the Board provides transportation for District-sponsored activities or District-sponsored trips, students are expected to use such transportation for the duration of the activity or trip.

[X] Parents, including Board employees, may transport their own child for District-sponsored activities or trips when the District's procedures for notification are followed and authorization for private vehicle transportation is issued. Otherwise, the Board does not allow the transportation of students in a private vehicle for District-sponsored activities or trips **(X)** unless authorized by the District Administrator Superintendent **[END OF OPTION]**.

The Board authorizes the transportation by private vehicle of students of the District in a vehicle transporting nine (9) or fewer passengers in addition to the operator unless emergency permission to use a larger capacity vehicle is obtained, in writing, from the Wisconsin Department of Transportation.

Any transportation of students in a private vehicle must be approved in advance by the Principal.

The parent of the participating student will be given, on request, the name of the driver and the description of the vehicle.

A person may be approved for the transportation of students in a private vehicle if the person is an employee of this Board, an approved volunteer, and/or the parent of a student enrolled in this District, and the person is also the holder of a currently valid license to operate a motor vehicle in the State of Wisconsin, is at least eighteen (18) years of age, physically capable of operating a vehicle, including use of both hands and foot required to operate the vehicle or has medical certification or has such requirement waived by the Board upon proof of a modified vehicle and Department of Transportation driving test completion.

Any person otherwise qualified to transport students shall agree not to carry a concealed weapon while transporting students, other than the person's own children, even if they are a holder of a concealed carry permit. This does not apply to law enforcement personnel.

Any private vehicle used for the transportation of students must be owned or leased by the approved driver or the spouse of the approved driver and must conform to registration requirements of the State.

The responsibility of professional staff members for the discipline and control of students will extend to their transportation of students in a private vehicle. Drivers who are not professional staff members are requested to report student misconduct to the Principal.

Expenses incurred by drivers of private vehicles in the course of transporting students may be reimbursed by the Board at the approved mileage rate and upon presentation of evidence of costs for tolls and parking fees.

Revised 11/20/19

Revised 2/1/21

T.C. 1/31/22

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Legal 121.52, 121.53, Wis. Stats.

Cross References [ag8660 - STAFF/PARENT TRANSPORTING STUDENTS BY PRIVATE VEHICLE](#)

 [8660 F1 Driver Record Check Authorization Form.pdf \(115 KB\)](#)

Last Modified by Ellen Suckow on December 10, 2024