

## SPECIAL USE OF SCHOOL BUSES

### Use of School Transportation by Faculty Members

Any faculty member or group advisor needing school district transportation for curricular or extra-curricular activity groups should apply for this transportation using the procedures designed and implemented in the Administration Office.

When the school district transportation is not available a faculty member may be paid the state milage rate for the use of his/her own personal car. This may be done only if there is a rider on his/her insurance policy, to allow for the transportation of students in private cars.

Request for school bus transportation to special pre-planned events more than 100 miles away that are not a part of the regularly scheduled academic or co-curricular program, such as music trips or other field trips, shall be requested in writing at least three months before the trip is scheduled to take place.

### Use of School Transportation by Non-School Groups

Through special Board action, community groups can obtain the use of school transportation vehicles for youth programs. Under all circumstances, sponsoring community groups will be required to pay the cost of all fuel charges, the cost of the driver's wage, provide school approved insurance coverages, obtain the services of a school approved licensed school bus driver, and pay an agreed upon bus usage fee on a per mile basis. This service cannot be extended further than 100 miles from the West Central School District.

Adopted 10-24-77

Amended 5-23-88

Revised 11/07

LEGAL REFS: SDCL 13-29-1; 13-32-1; 32-32-2; 32-32-4

WEST CENTRAL SCHOOL DISTRICT