

Non-Instructional/Business  
Operations**SUBJECT: PASSENGERS ON SCHOOL BUSES**

In accordance with Education Law, the Board of Education is authorized to permit the following persons to ride as passengers on the school buses with students:

- a) Residents who are enrolled in education or training programs including, but not limited to, alternative education programs, vocational, apprenticeship and job training programs, and on-the-job training;
- b) Children under the age of five traveling between home and day care or pre- school programs; and
- c) Employees of school districts or other educational or training institutions.

In order to protect the interest of students, guidelines will be established which would permit those designated individuals to ride as passengers on any school bus that provides student transportation for the District during the hours such bus is transporting students to and from classes. However, the following requirements shall be met before such individuals are permitted to ride school buses with students:

- a) Applications must be filed by those individuals requesting such transportation, in accordance with guidelines established by the District, and such applications must be approved by the Board of Education;
- b) There must regularly be sufficient space on the school bus to permit all students to be seated while the bus is in operation;
- c) The amount charged such non-student passengers for transportation costs shall not exceed the cost to the District for transporting students the same distance.

The Board retains the right to accept or reject any application which is filed pursuant to this policy and may establish the maximum number of persons other than students that may ride any school bus.

If any person is authorized to ride on school buses in accordance with law and District policy, the School District shall maintain records indicating the number of such trips and any revenues collected as a result. Any funds which are collected for such non-student transportation shall be credited to an account so designated.

Such persons authorized to ride as passengers on school buses with students may also ride on buses not owned by the School District but used for transportation of students pursuant to contract, provided that the School District and the owner of the bus agree upon any amount to be charged such person. Such agreement may include an amount to be paid to the bus owner or School District.

Education Law Sections 1502 and 3635  
Transportation Law Article 2-F

Adopted: 2/13/01  
Reviewed: 10/6/04-no changes