

**PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY**

CODE: EEAF

SPECIAL USE OF SCHOOL BUSES

The district's school buses will be made available to provide students with worthwhile educational and recreational experiences outside their regularly assigned school buildings. Special use will be made of buses whenever the use, in the judgment of school administrators, (1) will enhance the student's learning program, (2) will not interfere with the use of the school bus for regular transportation, (3) is within the financial limitations of the school budget.

Transportation for Field Trips and Activities

Special transportation may be provided for school-sponsored student trips approved by the building principal.

Transportation for School Affiliated Organizations

The school may provide transportation to and from school-related activities of a cultural or educational nature sponsored by such organizations as the PTA, Community Education Program, and the Parks and Recreation Program.

Use of School Buses by Community Groups

School buses may be used by a community organization or approved groups for cultural or other education-related non-profit purposes, if:

- A. Purpose, length, and time of trip are approved by the administration.
- B. The use of the bus does not interfere with school use or maintenance of the bus.
- C. The users hire a regular school bus driver as per Wyoming Department of Education rules and procedures with a district commercial driver's license.
- D. Users agree to remit the established rate per mile to cover maintenance expense as required by the Wyoming Department of Education. Fuel is in addition to the per mile charge. This fee schedule is available in the Transportation offices.

No use will be approved which involves travel over roads or distances which are unduly wearing or damaging to the equipment or for which the equipment construction is inappropriate.

Any approval of use will be subject to cancellation in the event of adverse roads, weather, or other conditions which could reasonably present a danger to passenger, drivers, or equipment, or in the event of unexpected or emergency school needs.

Use will only be approved when the group requesting such use submits a written request not less than ten (10) days prior to the use, designating the number of riders, the dates and hours of use, the pick-up and delivery points, and such other information as the transportation director deems appropriate. Each such request will be accompanied by a deposit for the approximate amount of reimbursement as determined by the Transportation Director. Upon final determination of the reimbursement required, the deposit will be supplemented by the users or a refund made by the district, as is appropriate.

Use will not be approved if it is potentially disruptive or dangerous, and/or activity which if uniformly extended would result in uses which would impinge upon school use or activities of a similar nature which are inappropriate for school district participation.

Adopted: 1/20/98
Revised: 5/19/09